

**GOLDSBORO CITY COUNCIL  
REGULAR MEETING AGENDA  
MONDAY, JUNE 1, 2020**

*(Please turn off, or silence, all cellphones upon entering the Large Conference Room)*

***NC Gov. Cooper's Executive Order 121 restricts mass gatherings to 10 people or less due to COVID-19; therefore, public attendance of the Work Session and Council Meeting is restricted to those who are on the agenda or who would like to speak during the Public Comment Period. If you are speaking at the meeting, please enter the City Hall Annex front entrance and maintain social distance while waiting to enter the Large Conference Room one at a time. The meeting will be streamed live on the City's Facebook and YouTube pages at <https://www.goldsboronc.gov/mayor-of-goldsboro/city-council-minutes/>, and broadcast on the Downtown Center Street speakers.***

**I. WORK SESSION – 3:00 P.M. – CITY HALL ANNEX, 200 N. CENTER ST., ROOM 206**

**ADOPTION OF THE AGENDA**

**BUDGET WORK SESSION**

**OLD BUSINESS**

**NEW BUSINESS**

**II. CALL TO ORDER – 7:00 P.M. – CITY HALL ANNEX, 200 N. CENTER ST., ROOM 206**

Invocation

Pledge of Allegiance

**III. ROLL CALL**

**IV. APPROVAL OF MINUTES (\*Motion/Second)**

A. Minutes of the Work Session and Regular Meeting of May 4, 2020

**V. PRESENTATIONS**

**VI. PUBLIC COMMENT PERIOD (TIME LIMIT OF 3 MINUTES PER SPEAKER)**

**VII. CONSENT AGENDA ITEMS (\*Motion/Second--Roll Call)**

B. Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for 808 W. Grantham Street from Grayson Brent Evans (Finance)

C. Bid Award to WithersRavenel for Source Water Protection Plan & AWIA Risk and Resilience Assessment and Emergency Response Plan (Public Utilities)

D. CU-3-20 Jerry Futrell – East side of US 117 South between Arrington Bridge Road and South George Street (Increase in electronic gaming machines from 50 to 100 for existing Internet Café) (Planning)

E. SITE-8-20 Daniels & Daniels Construction Co., Inc. - (Wayne Christian School Classroom Expansion and Parking Lot Addition) (Planning)

F. SITE-9-20 Aesthetics 1st Fitness & Nutrition (Site Modification) (Planning)

**VIII. ITEMS REQUIRING INDIVIDUAL ACTION (\*Motion/Second)**

**IX. CITY MANAGER'S REPORT**

- X. MAYOR AND COUNCILMEMBERS' REPORTS AND RECOMMENDATIONS (\*Motion/Second)**
  - G. Resolution Expressing Appreciation For Services Rendered By Thomas Collins As An Employee Of The City Of Goldsboro For More Than 19 Years
- XI. CLOSED SESSION**
- XII. ADJOURN**

MINUTES OF THE MEETING OF THE CITY COUNCIL HELD  
MAY 4, 2020

**WORK SESSION**

The City Council of the City of Goldsboro, North Carolina, met in a Work Session in the Large Conference Room, City Hall Addition, 200 North Center Street, at 5:00 p.m. on May 4, 2020 with attendance as follows:

Present: Mayor Chuck Allen, Presiding  
Mayor Pro Tem Bill Broadaway  
Councilmember Antonio Williams  
Councilmember Taj Polack  
Councilmember Brandi Matthews  
Councilmember David Ham  
Councilmember Gene Aycock  
Ron Lawrence, Attorney  
Tim Salmon, City Manager  
Melissa Capps, City Clerk

**Call to Order.** The meeting was called to order by Mayor Allen at 5:00 p.m.

**Adoption of the Agenda.** Councilmember Polack stated I would like to add union representation and crowd control for greenways to the agenda. Upon motion of Councilmember Polack, seconded by Councilmember Aycock and unanimously carried, Council added union representation and crowd control for greenways to the agenda. Upon motion of Councilmember Aycock, seconded by Councilmember Ham and unanimously carried, Council adopted the agenda as amended.

Councilmember Williams left the room at 5:02 p.m.

**Summer Youth Employment Initiative.** Ms. Shycole Simpson-Carter shared City Council was briefed during the Council Retreat February 26<sup>th</sup> on the previous three summer cycles for the City of Goldsboro Summer Youth Employment Initiative (SYEI) Program. On March 2<sup>nd</sup>, City Council directed staff to officially open the process for recruiting FY20 SYEI applications for youth employment and worksites from March 23<sup>rd</sup> until April 24<sup>th</sup>. Marketing consisted of articles in the Goldsboro News Argus and Goldsboro Daily News, full page Ad within the City's Newsletter, one month Goldsboro Daily News Tile Ad, social media and email blitz, and an extensive radio advertising campaign on 92.7 Jamz and WFMC. At the end of the closing date April 24<sup>th</sup>, the program received 32 applications and 4 businesses or organizations had indicated they would become a worksite this summer. The Department was informed by several businesses or organizations that due to COVID-19 they were concerned with becoming or would not become a worksite this summer. The Sponsoring Partners are hesitant to put youth and businesses at risk due to the unknowns of COVID-19. It is also our perception that social distancing may be a long-term normal practice that would pose many barriers for facilitating the program this summer. Therefore, it is the Sponsoring Partners' recommendation to cancel FY20 Summer Youth Employment Initiative Program and revisit facilitating a program next summer around January 2021.

Councilmember Matthews stated if we have four businesses and we have 32 applicants, why can't we just roll with those four businesses. So I get your research, I get your consulting the health, but four businesses said yes and we have 32 applicants. Our young people have already lost so much, imagine how empowered they would feel if they could contribute to their household. Imagine how empowered they would feel if they could offer some type of help for a parent who lost a job or got hours cut back. I do not want to take anything away from our kids and saying that we are going to cancel this and resume it back to January scares me because I know what happens sometimes when the Council says cancel and we will come back to it, sometimes we do not come back to it. I do not want to take that chance, so maybe we can't do it in January or June, could we look at August or September because we still want to do this. This is already losing momentum. Some councilmembers have already shared, even before I came

aboard how they feel about this program. I do not want to cancel this program, I do not want to take anything else away from our kids.

Ms. Simpson-Carter stated it's a proven fact, what you are stressing is a strong economy and empowering youth to one day provide us a strong economy but the first order of business is a strong healthcare and we do not want to put any youth or any business at risk that we could jeopardize their healthcare. This is a very contagious, unknown virus and I do believe in the long haul a strong economy and empowering our youth starts with a strong healthcare, that we will contribute by not putting them in harm's way. I will tell you regardless of what the Council has said previously, that is at your discretion of what you would like to do with the program. The sponsoring partners is only looking at today, what's best for our youth, businesses, healthcare and economic status and taking as many people as possible out of contracting this virus. We are not looking to not facilitate a program going forward. They are just asking because of the way the program is structured, a two cycle program that goes into August, but cannot go through all of August because of school starting back.

Councilmember Aycock stated I agree if you had eight kids that were making a little bit of money and one of their parents doesn't have a job it could help, what my problem is, while children can get the virus, they usually do not have the symptoms like everyone else, what if they take this virus home to grandparents, and if that grandparent was to get sick and die, I would personally take it as saying I could have prevented that.

Councilmember Matthews stated we can say that with our city employees. Think about what is happening at the prison now, only about what, 30% of the people infected show signs. I get what you are saying but at the same time, aren't we all at risk. It could be in this room and we are not showing signs. While I get what you are saying, it is not strong enough to say let's not utilize what we have and I get it, I respect it. We are opening our city back up. Our kids could come downtown for a stroll and take it back home.

Ms. Simpson-Carter stated those are some valid points. I would like to put it in perspective summer youth employees are not essential, therefore there is somewhat per say a disregard to put them at risk. The program is vital, God knows it is, I have benefited from it myself.

Councilmember Polack stated I want to piggy back off what Councilmember Matthews said, a bird in the hand is worth two in the bush. If we have four sponsors, I don't know if you are at liberty to say who they are, I know last week we voted to do remote council meetings and I saw the email that I was the only one that as going to do it. And I am here tonight for that very fact because I did not want to be the only one not here, but as long as we have a backup plan in place, which we do, if we choose to do remote. I think with the four we do have, let's keep in hopes that next year they will still stay. We have lost so many others already because of this. As the federal government is doing this in tiers, opening businesses back up in different levels, maybe if we keep it, maybe come June, July or August we can do this. I'm all about public safety but there are four still willing to do this. My recommendation is keep them in hopes this is lifted at that time.

Councilmember Ham stated I would like to ask the Councilwoman to explain her statement that she had heard about the attitude of the Council towards this program prior to her coming into office.

Councilmember Matthews stated with all due respect Councilmember Ham, I do not think now is the time or the place but I was around at the conception of this program. I participated, I was one of the interviewers for almost 2 and a half years so I know that. I also know that we have been going around the bush and there are certain things we have been trying to weed off slowly that seems to be coming into fruition and it's this pandemic that we are using as a platform to scale some of those things. We voted for one public comment per month, this is something we wanted to do before this pandemic.

Councilmember Ham stated the implication was that councilmembers have not felt a positive attitude about this program. I don't recall any councilmembers current or in the past opposing this program. I just want to make that clear.



Mayor Allen stated I think what we didn't want to do was grow it where we could not manage it. I've not know anyone to be against it.

Mayor Pro Tem Broadaway stated I have not heard anyone wanted to kill this program. I liked it from the beginning but I do agree just having 4 in it, and can't do it right, just be ready to go next year. That's what I would like to see us do.

Ms. Simpson-Carter stated the sponsoring partners and this includes Wayne Community College, which is a part of our education system, like all other colleges they have suspended their programs and gone to online for the summer because of this pandemic. We are not providing you a recommendation that is not being followed by some of our prestige organizations.

Council discussed budgeted funds and modifications to the program.

Ms. Simpson-Carter stepped out.

Councilmember Williams stepped back in at 5:20 p.m.

Mayor Allen shared as you might figure, there are some folks who are in favor of continuing the program and some folks that want to postpone it till next year.

Councilmember Polack made a motion we continue with the 4 jobs in phases in hopes that the economy comes back to the past state; that we continue. Councilmember Matthews seconded the motion. Councilmember Williams stated I understand the seriousness of COVID-19 and I would not want anyone to be harmed, the only suggestion I have. We had 32 people to apply, well what I would like to see, worst case scenario, these 32 positions, the youth that decided to apply for those jobs that we could allocate something toward the job even if the job is not available. Like it may not be what you would make for the summer but it could be something that would help the kids, the household, maybe half of what the salary would be. Mayor Allen stated I assume that is illegal. Attorney Lawrence stated I do not know if that is legal, I would have to get back to you on that one. Councilmember Williams stated my concern is majority of this Council is going to say no; we are not going to continue the summer youth employment, I could be wrong. Councilmember Williams stated I just want to have an alternative with this COVID-19. It is a serious issue. I can't blame any business that would not want to sponsor a kid and have them work there at this point. Mayor Allen stated I do not think we would have changed anything had the COVID-19 not come up. Mayor Allen stated I believe everyone at the table is still committed to doing the program. Mayor Allen called for a vote. Councilmembers Williams, Polack and Matthews voted in favor of the motion to continue. Mayor Allen, Mayor Pro Tem Broadaway, Councilmembers Ham and Aycock voted against the motion. The motion failed 3:4.

Councilmember Williams asked Attorney Lawrence if he would research to see if there is something we could do, even if it is a gift card to these kids that won't be able to get a job based on the decision this council made.

Attorney Lawrence stated I will look at it but my first reaction is you cannot do that, it would be an emoluments, which would be unconstitutional, if you give someone a gift card, you have to give everyone a gift card, but I will look into it.

Mayor Pro Tem Broadaway made a motion to postpone the funding of the program until next year. Councilmember Aycock seconded the motion. Councilmember Polack asked can we also attach that we are still committed to the program. Mayor Allen stated absolutely, I do not think anyone here is not committed; if COVID-19 had not occurred we would not be having this conversation. Mayor Allen, Mayor Pro Tem Broadaway, Councilmembers Polack, Aycock and Ham voted in favor of the motion. Councilmember Matthews voted against the motion. Councilmember Williams did not vote, therefore, his vote is recorded as affirmative vote pursuant to NCGS 160A-75. Motion passed 6:1.

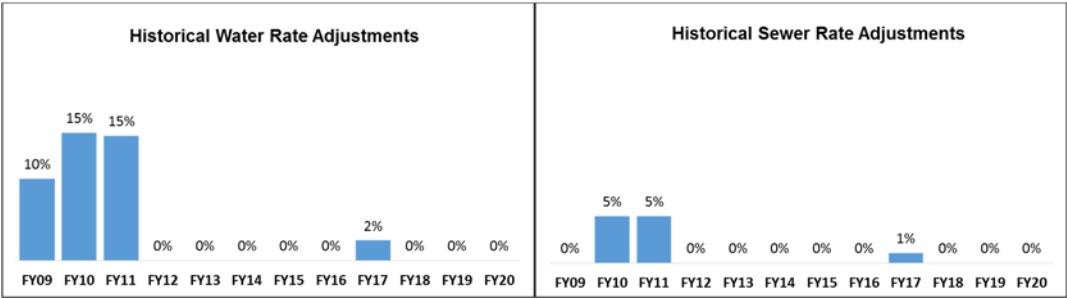
**Water Rate Study.** Mr. Mike Wagner stated Santec who has been preparing the Rate Study will be joining the meeting virtually through GoToMeeting. Mr. David Hyder with Santec provided the following information:

Background

- The City provides water and sewer service to approximately 14,500 accounts located inside and outside the City
- The extensive water and sewer system infrastructure is one of the City’s **most** valuable assets
  - Water treatment plant produces 6.7 million gallons per day of treated water
  - Sewer treatment plant treats 9 million gallons per day
  - 4 elevated storage tanks
  - 274 miles of water lines and 228 miles of sewer collection pipes
- The City has not had a formal rate study conducted in recent history

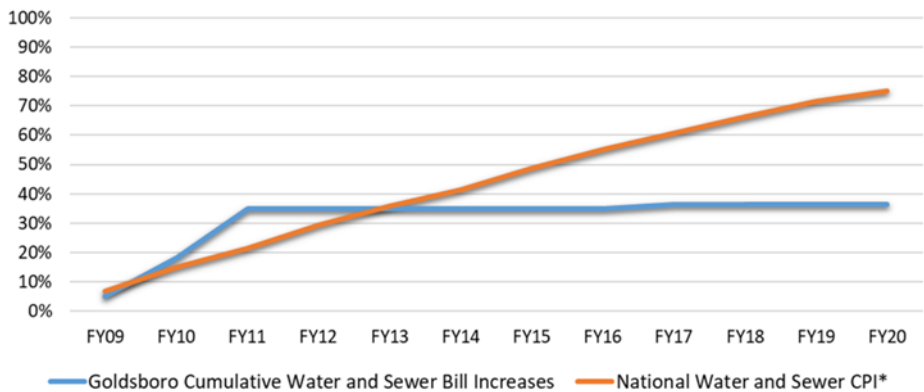
Rate History

- Minimal usage rate adjustments over the past decade
- No increase in monthly fixed charges for water service in the past decade
- Goldsboro water and sewer rates are low compared to national and local utilities



*Note: Annual adjustments are based on General Service rates; Industrial water rates increased 10% in FY20*

Cumulative Bill Increases vs. National Average



*\*Water & Sewerage Maintenance Series produced by the US Bureau of Labor Statistics*

Financial Planning Assumptions - **Expenditures**

- FY20 budget used as starting point for modeling
  - Expenditures inflated on a line item level by expenditure type (average annual 3%)
- Total outstanding debt of \$24.5M
- Baseline plan assumes additional personnel as provided by Staff
  - 5 new positions funded in FY21 and additional 11 new positions over subsequent four years
  - Significant projected capital spending: \$208M (FY 21 – FY 30)
  - Includes a 3.0% annual inflation factor for increases in construction costs
  - Baseline: 90% assumed debt funding, 10% cash funding

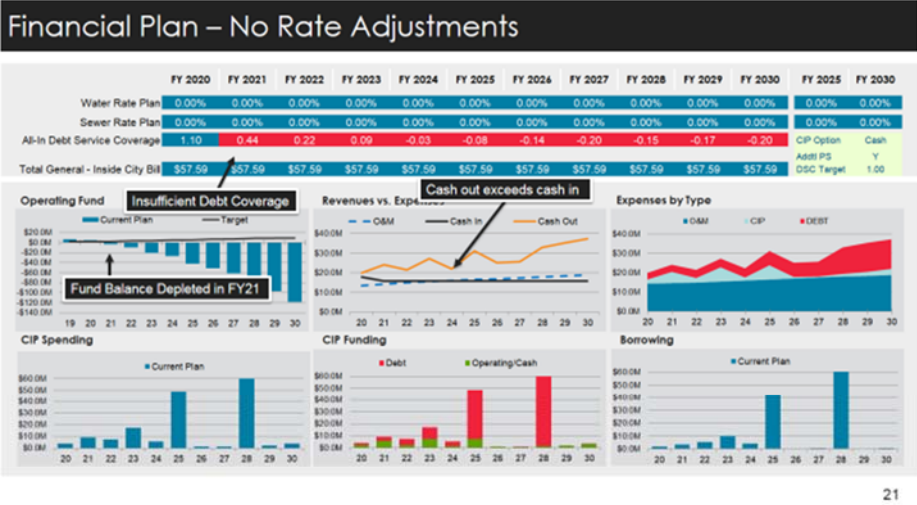
Financial Planning Assumptions - **Revenues**

- Projecting no future growth in accounts or changes in volume
- Reduction in Case Farms sewer pretreatment surcharge revenue of \$850,000/yr
- Non-rate revenues forecasted based on FY 20 budget (no inflation applied)

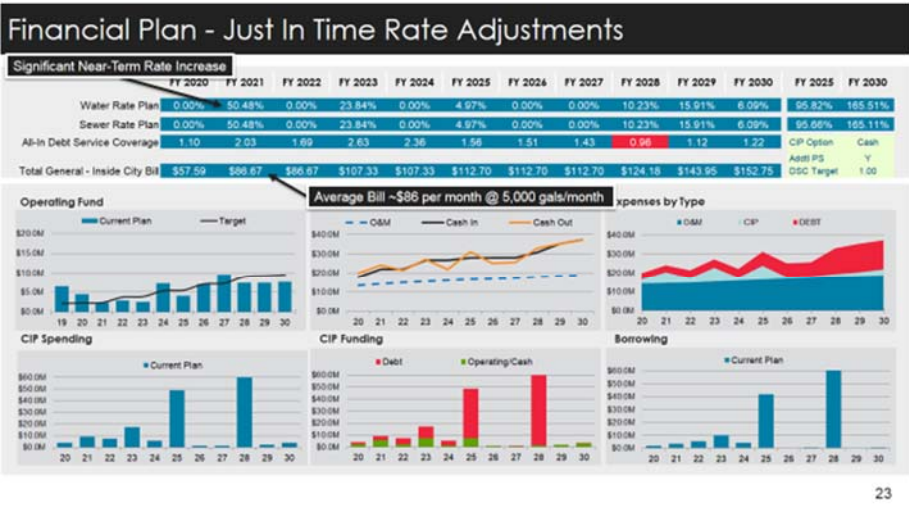
Financial Planning **Targets**

- Sufficient Reserve Levels

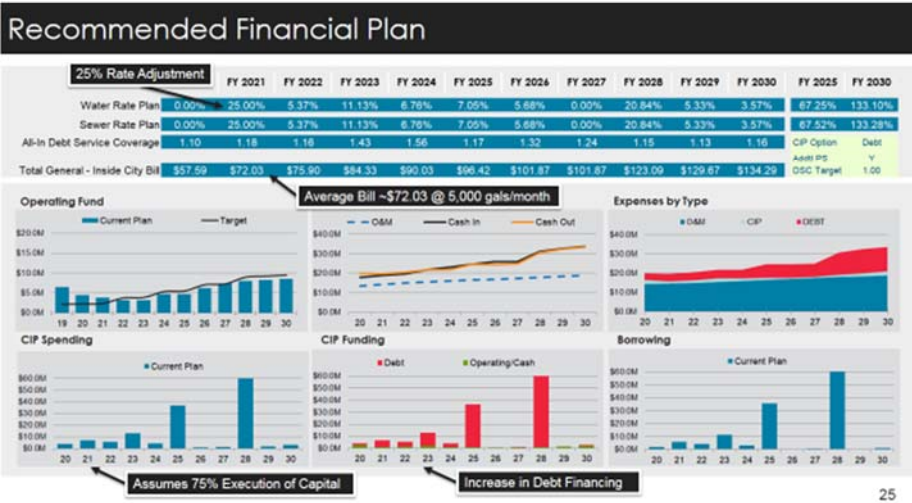
- Gradual increase of operating reserve target from 2 to 6 months by FY 30
  - Structural Balance of Revenues to Expenditures
- Ratio of net income to debt payments
  - Minimum = 1.00 times annual payment requirements
  - Goal = 1.25 times annual payment requirements



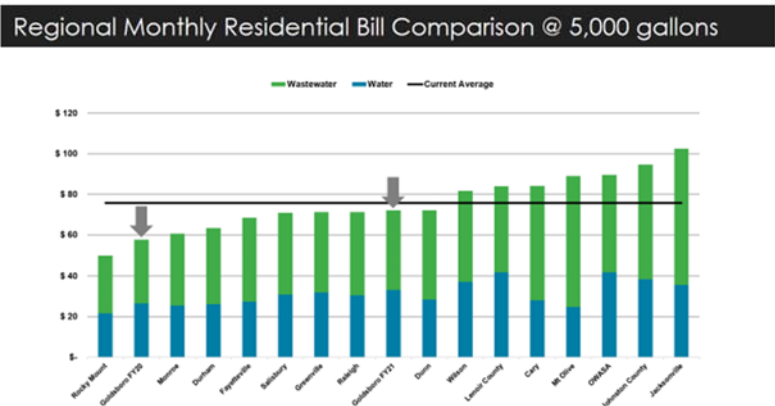
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Utility Benchmarking / Staffing

- Data collected to benchmark the City’s utility operations with focus on staffing
  - Benchmarking includes 12 utilities located in North Carolina
- Utilities selected based on proximity to the City and those of comparable size
- Benchmarking provides insights but is limited based on unique characteristics of each utility

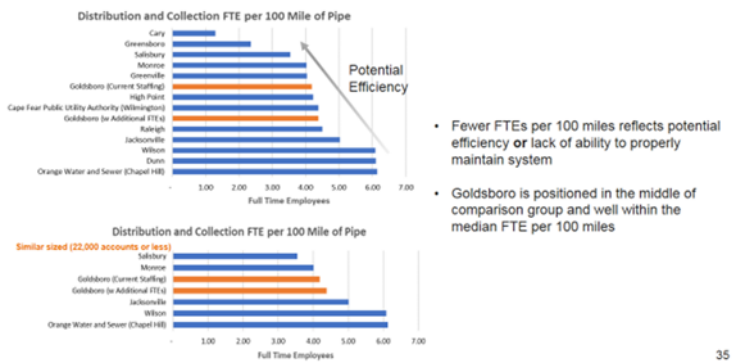
Benchmarking

NC Utility	Customers Accounts	Miles of Pipe	Water Produced (MGD)	Sewer Treated (MGD)	Number of Staff
Dunn	4,700	164	2.00	2.00	30
Goldsboro	14,500	502	6.59	8.88	61
Monroe	16,000	647	6.22	5.81	63
Salisbury	21,200	875	9.73	9.32	89
Jacksonville	21,500	578	6.00	5.20	62
Wilson	22,000	788	9.00	8.20	102
Orange Water and Sewer (Chapel Hill)	22,000	750	6.75	7.79	134
High Point	40,635	1,303	18.00	19.14	142
Cary	59,000	2,017	20.00	19.00	141
Cape Fear Public Utility Authority (Wilmington)	70,000	2,080	14.49	16.90	318
Greenville	82,000	1,115	13.40	10.54	126
Greensboro	107,000	2,895	32.90	34.20	258
Raleigh	198,000	5,069	48.00	49.00	663

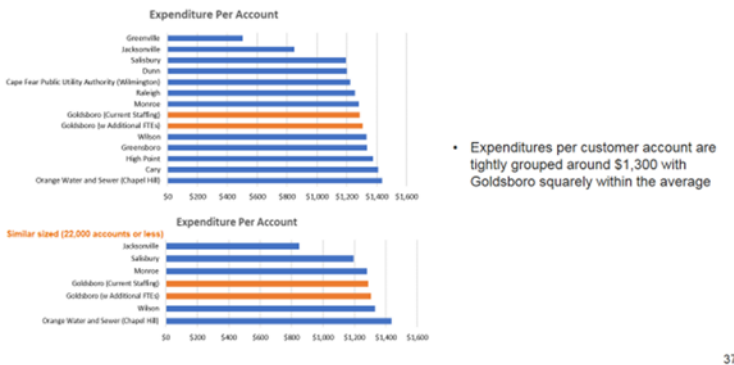
Data collected from publicly available sources

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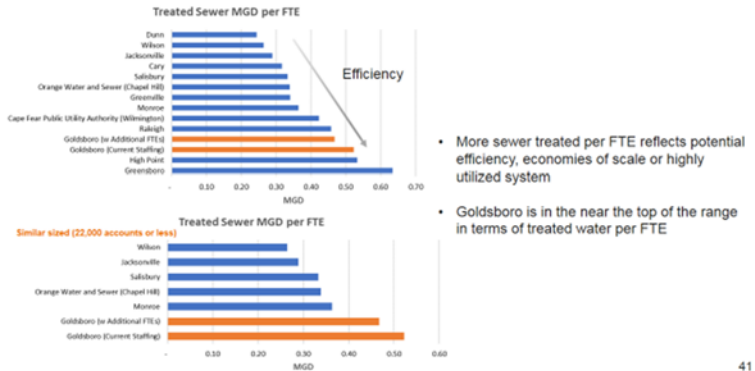
Benchmarking – Distribution and Collection



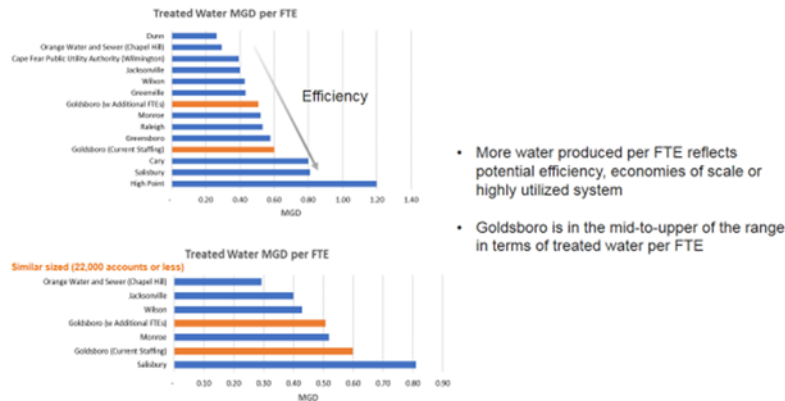
Benchmarking – Expenditure Per Account



Benchmarking – Sewer Treatment



## Benchmarking – Water Treatment



### Observations

- While insightful, benchmarking utilities is often less than perfect due to differences between localities
- City of Goldsboro water and sewer utility is well within the range of the benchmarked utilities
  - Spending per account is in the mid-range of utilities
  - Water and sewer staffing even with additional staff is demonstrating efficiency
- Revenues to support existing level of expenditures are not adequate per financial analysis

### Findings and Recommendations

- Current water and sewer rates are not sufficient to meet the needs of the utility systems
- A 25% rate increase is recommended to address the near-term shortfalls
- Additional rate increases will likely be required in subsequent years to address the long-term needs of the utility system
- The recommended adjustments to water and sewer rates will result in utility bills that are still below the average utility bills in surrounding communities in North Carolina

Councilmember Ham stated in your Financial Planning Assumption on revenues, you detect no future growth in accounts or changes in volume, yet in your prior Financial Planning Assumptions – Expenditures you are proposing in terms of staffing 5 new positions funded in FY21 and additional 11 new positions over subsequent four years, how do you justify the increase in staffing.

Mr. Hyder stated the primary reason is because of the requirements of the system, in terms of maintaining collection and distribution as well as making sure you have adequate staff at the plant. It is more of a maintenance issue, in terms of keeping pace with the aging system.

Mr. Wager stated one example I can give you is Public Works requested two valve maintenance employees this upcoming fiscal year to identify and exercise the valves. We currently do not do that. We have 230 miles of water distribution piping. We spend a lot of money on corrective maintenance; we are trying to reverse that trend.

Mr. Salmon asked that Mr. Wagner share information regarding his budget request for people. Mr. Wagner shared information regarding the requests for four additional staffing members in the upcoming fiscal year budget.

Mr. Salmon stated we will plan to add the 25% rate increase in the budget. The upcoming budget was briefly discussed.

**Union Representation.** Councilmember Polack read the following letter from Senator Milton F. “Toby” Fitch, Jr. District 4 – Edgecombe, Halifax & Wilson Counties:

*“Dear City Workers,*

*City workers in North Carolina have a right to freely join and organize a union without fear of retaliation. You have a right to petition your government for redress of your grievances. You have a right to freedom of association and assembly. These rights are protected by the State Constitution.*

*By joining with your coworkers to organize a union, you will have more power and opportunities to establish change throughout your job, including better pay, safety and fairness.*

*I am a long-time supporter of organized labor. I support the current bills in the state legislature, Senate Bill 575 and House Bill 710 to grant public employees the right to collectively bargain a union contract. I also support House Bill 348 which grants city workers additional whistleblower protections.*

*I encourage you to stand up for your family, and yourselves. Only by organizing can we apprehend real democracy.*

*Yours for quality jobs and quality services...”*

Councilmember Polack stated I know General Statute 95-98 prohibits the contract of collective bargaining, however, a presence of a union in municipalities would allow for advocacy of basic rights such as raises, general public safety issues. One Public Works Union to mention is UE Local 150 in Raleigh. I have spoken with multiple individuals at Public Works that feels as though their basic concerns have been overlooked and I want to see where we stand collectively as a Council to ensure all of our employees are provided with all areas of advocacy that is available.

Councilmember Polack stated I have received multiple emails, as I am sure we all have, from various Public Works’ employees expressing concerns that relate to being discouraged to have union stickers on their clothing or even on their vehicle which does not violate the city’s dress code. Seemingly, a lot of these employees are receiving backlash due to their concerns for something as simple as their own workplace environment as well as their own safety. My question is as a Council, where do we stand in supporting our city employees as it relates to their right to organize.

Attorney Lawrence stated this is the first time I have heard anything about pending legislation. Historically, the legislation is you cannot organize as far as city workers are concerned. There have been attempts before with other people trying to pass out literature in parking lots but they were asked to leave or disband as it was not allowed. I have not read the proposed bill.

Council discussed. Mr. Salmon stated we will look into it.

**Crowd Control on Greenways.** Councilmember Polack shared concerns expressed by a constituent about overcrowding (restrictions due to COVID-19) on the greenways at Stoney Creek Parkway. Mayor Allen stated I also received an email regarding those concerns that I shared with Chief West who should be handling that today.

**Consent Agenda Review.** Each item on the Consent Agenda was reviewed. Additional discussion included the following:

**Item C. Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for 501 Dail Street from JH Moye Enterprises, LLC.** Upon motion of Mayor Allen, seconded by Councilmember Aycock and unanimously carried, Council amended the motion to accept the offer on 501 Dail Street and adopt a resolution authorizing Finance to advertise for upset bids.

There being no further business, the meeting recessed until the 7:00 p.m. meeting.

## **CITY COUNCIL MEETING**

The City Council of the City of Goldsboro, North Carolina, met in regular session in Large Conference Room, City Hall Annex, 200 North Center Street, at 7:00 p.m. on May 4, 2020 with attendance as follows:

Present: Mayor Chuck Allen, Presiding  
Mayor Pro Tem Bill Broadway  
Councilmember Antonio Williams



Councilmember Taj Polack  
Councilmember Brandi Matthews  
Councilmember David Ham  
Councilmember Gene Aycock

The meeting was called to order by Mayor Allen at 7:00 p.m.

Councilmember Aycock provided the invocation. The Pledge of Allegiance followed.

**Approval of Minutes.** Upon motion of Councilmember Williams, seconded by Councilmember Aycock and unanimously carried, Council approved the Minutes of the Work Session and Regular Meeting of April 6, 2020 as submitted.

**Employee Performance Awards.** Mr. Salmon read the following:

**Employee of the Quarter (3<sup>rd</sup> Quarter).** In March of 2020, Officer Michael Rivers was patrolling the area of Spence Avenue and Royal Avenue when he observed a female sitting in the grass near the exit from a parking lot to Royal Avenue. Officer Rivers made eye contact with the woman, waved and said "hey" as he drove away. Officer Rivers felt the need to do more so he turned around, stopped and bought some food, and then returned to where the woman was sitting. Officer Rivers then gave the woman the food he had bought and spent his entire lunch break sitting in the grass with her to learn about her and her family. A passerby took a picture and posted it on social media and within a couple of days, a national news outlet did a story on it. Since then, the Goldsboro Police Department has received numerous emails from across the country recognizing Officer Rivers. This simple act of kindness is an example of who Officer Michael Rivers is, and what the Goldsboro Police Department strives to be every day. Officer Rivers' exceptional commitment to the safety and well-being of the residents and visitors of Goldsboro brings credit to himself and the City of Goldsboro.

**Employee of the Quarter (3<sup>rd</sup> Quarter).** Darren has done amazing things with Information Technology (IT) program development and his professionalism and resourcefulness are recognized across the state of North Carolina. During this period, the City's fully automated ChatBot that he created became available to the public to answer frequently asked questions and provide important information. It has been the focus of numerous IT professional presentations and requests for assistance. The capability started as a desire to provide better customer service to citizens through online live chat. It quickly morphed into a ChatBot with artificial intelligence that provides an immediate response to a majority of the questions City staff are asked thereby saving residents, visitors, and employees' valuable time and effort, making all more effective and efficient. The ChatBot is now available through SMS/Text messaging to everyone with a cell phone. It can also be used to deliver important public information messages to those who want to receive them for events or activities such as: hurricanes or pandemics; water main breaks or trash pickup changes. The ChatBot made over 6,000 phone calls to water customers due to the COVID-19 pandemic to notify them that City facilities were open by appointment only and that they should conduct business online in accordance with the North Carolina Governor "Stay at Home" Executive Orders to enable appropriate social distancing, help slow the spread of the virus, and potentially save lives. Darren's exceptional commitment to excellence in government service brings credit to himself and the City of Goldsboro.

**Supervisor of the Quarter (3<sup>rd</sup> Quarter).** On December 8, 2019 Corporal Prevost was assigned as the Police Department's downtown officer. At approximately 20:14 hours, he was asked to assist an elderly gentleman at 128 South Center Street. Corporal Prevost made contact with Mr. Ray Livingston from New Bern who had become disoriented in his travels. Mr. Livingston had no family in the area to assist him. Corporal Prevost with the assistance of Councilman Williams took the time to figure out what was going on with Mr. Livingston. A plan was made with Mr. Livingston and his family that Corporal Prevost would take Mr. Livingston to a local hotel and arrangements would be made to get him to Raleigh the next day for a flight to be with his daughter. Corporal Prevost spent approximately 3.5 hours assisting Mr. Livingston that evening. He was respectful, courteous, and demonstrated a true concern for Mr. Livingston. The service rendered by Corporal Prevost is an example for all in how to treat others. The teamwork demonstrated by Corporal Prevost and Councilman Williams is a true example of how we should act as a community when others are in need. Corporal Prevost's

exceptional commitment to the safety and well-being of a Goldsboro visitor brings credit to himself and the City of Goldsboro.

Mayor Allen stated it is a shame we cannot have them here. Let them know we appreciate what they do.

**Public Comment Period.** Mayor Allen opened the Public Comment Period and the following people spoke:

1. Anya Dawson, Senior Heavy Equipment Operator, shared concerns with Council regarding Personal Protective Equipment (PPE) and Hazard Pay.
2. Yvonnia Moore shared concerns regarding cancelling the Summer Youth Employment Initiative. She shared alternatives such as virtual learning opportunities.
3. Sekia Royall, a state worker and Vice President of UE150 Local a Public Service Union in North Carolina, shared information about the union. She also advocated for proper Personal Protective Equipment (PPE) and Hazard Pay.

No one else spoke and the Public Comment Period was closed.

Mayor Allen asked the manager to be sure solid waste has proper PPE.

Councilmember Williams asked the manager to bring something back regarding hazard pay for discussion.

**Consent Agenda - Approved as Recommended.** City Manager, Timothy Salmon, presented the Consent Agenda. All items were considered to be routine and could be enacted simultaneously with one motion and a roll call vote. If a Councilmember so requested, any item(s) could be removed from the Consent Agenda and discussed and considered separately. In that event, the remaining item(s) on the Consent Agenda would be acted on with one motion and roll call vote. Councilmember Williams moved the items on the Consent Agenda, Items C, D, E, F, G, H and I be approved as recommended by the City Manager and staff. The motion was seconded by Councilmember Polack and a roll call vote resulted in all members voting in favor of the motion. The items on the Consent Agenda were as follows:

**Accept Initial Bid and Authorize Finance to Advertise for Upset Bids for 501 Dail Street from JH Moye Enterprises, LLC. Resolution Adopted.** Staff has received an offer to purchase a city/county-owned property. Board must either accept or reject the offer, and if accepted authorize advertisement for upset bids (G.S. 160A-266 and 160A-269).

The following offers have been received:

501 Dail St.

Offeror: JH Moye Enterprises, LLC

Offer: \$2,315.00

Bid Deposit: \$115.75

Parcel #: 0051900 Pin #: 3509331059

Tax Value: \$4,630.00 Zoning: R-6

It is recommended the City Council accept the offer on 501 Dail St. and adopt the following entitled Resolution authorizing Finance to advertise for upset bids. Consent Agenda Approval. Williams/Polack (7 Ayes)

RESOLUTION NO. 2020- 29 “RESOLUTION AUTHORIZING UPSET BID PROCESS”

**Sole Source Vendor Resolution for LEA AID Acquisition Company. Resolution Adopted.** Council approved the acceptance of an award from the Governor’s Crime Commission for funding to assist with Goldsboro Police Department’s Gang Program in January, 2019 for the 2017 grant year. The 2017 grant was not awarded by the State until 2019 due to various issues at the federal level (i.e. sequestration).



Staff proposes to purchase Live Link Video System through LEA AID Acquisition Company with the funds allocated in the special revenue fund, DOJ/JAG Grants (P3102). The total amount of the grant award is \$21,365.64 with no local match. (Ord #2019-56 9/23/2019)

The product is patented and due to its unique design and function, there are no other vendors that provide a similar product. Since staff proposes to sole source the item, General Statute requires the Board to approve the purchase by resolution.

It is recommended Council adopt the following entitled Resolution for the Purchase of the Live Link Video System be approved in the amount of \$13,500.00. Consent Agenda Approval. Williams/Polack (7 Ayes)

RESOLUTION NO. 2020-30 “RESOLUTION FOR THE PURCHASE OF LIVE LINK VIDEO SYSTEM”

**Contract Award – Wastewater System Improvements Formal Bid No. 2020-002.**  
**Resolution Adopted.** On Tuesday, April 21, 2020, seven (7) sealed bids were received for Wastewater System Improvements.

The proposed project consists of the following major items:

- Rehabilitation of 1,920 LF of 8-inch gravity sewer line with CIPP
- Rehabilitation of 520 LF of 12-inch gravity sewer line with CIPP
- Rehabilitation of 775 LF of 36-inch gravity sewer line with CIPP
- Replacement of 14 service laterals
- Epoxy lining of 4 manholes
- Replacement of 12 manholes
- Miscellaneous appurtenances, construction entrances and erosion control methods

Am-Liner East, Inc. submitted the low bid for this project for a total cost of \$502,287. The bids received for this project are tabulated as follows:

<u>Name of Bidder</u>	<u>Amount of Bid</u>
Am-Liner East, Inc. Berryville, VA	\$ 502,287
Prism Contractors & Engineers, Inc. Williamsburg, VA	\$ 531,435
Central Builders, Inc. Rocky Mount, NC	\$ 578,750
Step Construction, Inc. LaGrange, NC	\$ 594,815
Granite Inliner, LLC Gastonia, NC	\$ 655,470
T. A. Loving Co. Goldsboro, NC	\$ 695,495
Herring-Rivenbark, Inc. Kinston, NC	\$ 726,020

The bids for this project have been reviewed by The Wooten Company, checked for accuracy, and found to be in order. We have reviewed the financing of this project with the Finance Director and determined that funds are available from SRP loan reimbursement.

Staff recommended the City Council adopt the following entitled resolution authorizing the Mayor and City Clerk to execute a contract for \$502,287 with Am-Liner East, Inc., contingent

upon Division of Water Infrastructure approval, for the Wastewater System Improvements Project. Consent Agenda Approval. Williams/Polack (7 Ayes)

RESOLUTION NO.2020-31 “RESOLUTION AWARDING AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR THE WASTEWATER SYSTEM IMPROVEMENTS PROJECT FORMAL BID NO. 2020-002”

**Professional Engineering Services for Wastewater System Improvements – Amendment No. 2. Resolution Adopted.** The City of Goldsboro was awarded a \$1,235,100 CWSRP loan from the NC Division of Water Infrastructure in March 2018 to undertake wastewater system improvements in the City.

The City entered into a \$20,000 engineering agreement with The Wooten Company on April 16, 2018 for the SRP Wastewater System Preliminary Engineering Report and Environmental Information Report for wastewater system improvements.

Amendment No. 1 approved by City Council on October 18, 2018 included Field Survey, Engineering Design, Permitting, and Bidding services for \$62,500.

Additional services authorized by Amendment No. 2 will include SRP Loan Administration and Construction Administration for the FB2020-002 Wastewater System Improvements Project.

**Summary of Fees**

SRP Loan Administration	\$ 2,500
Construction Administration	<u>46,680</u>
<b>Total Amendment No. 2 for Wastewater</b>	<b>\$ 49,180</b>

We have reviewed the financing of this project with the Finance Director and determined that funds are available from SRP loan reimbursement.

Staff recommended the City Council, adopt the following entitled resolution authorizing the Mayor to execute Amendment No. 2 for \$49,180 with The Wooten Company pertaining to engineering services for wastewater system improvements. Consent Agenda Approval. Williams/Polack (7 Ayes)

RESOLUTION NO. 2020-32 “RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 2 TO PROFESSIONAL ENGINEERING SERVICES AGREEMENT BETWEEN THE CITY AND THE WOOTEN COMPANY FOR WASTEWATER SYSTEM IMPROVEMENTS”

**City of Goldsboro Personnel Policy. Resolution Adopted.** The most recent revision of the entire Personnel Policy was completed in June 2007. Several sections of the City Personnel policy were revised by staff and approved by Council June 15, 2015. In August 2019, the city contracted with the Piedmont Triad Council of Government for policy content review, benchmarking and recommended revisions.

In December 2019, recommended policy revisions were distributed to city staff and city council for their opportunity to comment, make suggestions and/or provided feedback.

The recommended policy revisions were presented to City Council on February 27<sup>th</sup> at their annual Council retreat and additional changes were requested.

The affected Articles and Sections are available for review. The revision will be made to the Personnel Policy upon approval of the attached document.

It is recommended City Council adopt the following entitled Resolution approving the City of Goldsboro’s Personnel Policy effective May 5, 2020. Consent Agenda Approval. Williams/Polack (7 Ayes)

RESOLUTION 2020-33 “RESOLUTION ADOPTING PERSONNEL POLICY MANUAL FOR THE CITY OF GOLDSBORO”

**S-4-20 Stoney Creek Builders (Three-lot Preliminary Subdivision Plat). Approved.** The property is located within Spring Garden Subdivision, which is located on the north side of Fedelon Trail between Salem Church Road and U.S. Highway 117 North. Goldsboro City Council approved the original subdivision plat for Spring Garden, Section 1 in 1979.

The parcel of property proposed for subdivision is located between Granville Place and Erin Place.

The applicant proposes to subdivide the subject property into three private lots for sale and single-family residential development.

Total Area: 3.84 acres  
Total Lots: 3

Lot No. 1:	$\pm$ 1.28 acres
Lot No. 2:	$\pm$ 1.28 acres
Lot No. 3:	$\pm$ 1.28 acres

Zoning: R-20 Residential (Watershed Protection Area)

Currently, the subject property consists of woodlands and is undeveloped.

As previously stated, the applicant proposes to subdivide the property into three private lots for sale and single-family development.

The property is not located within a Special Flood Hazard Area. City water is available to serve the property. However, inadequate pressure exists for domestic and fire protection purposes. City Engineering is currently in the process of investigating measures for increasing water pressure within the subdivision. Alternatively, if City water pressure is not adequate, Staff has been informed by Wayne County's Environmental Health Department that on-site private water supply wells may be utilized subject to County approval.

Approximately one-half of the approved subdivision is located in the City limits. The other half, including the subject property, is located outside the City limits. As such, the subject property will be served by Belfast Fire Department.

City sewer is not available to serve the property. Septic systems are proposed and must be approved in accordance with Wayne County's Environmental Health Department before building permits can be issued.

Because the subject property is located within a Watershed Protection Area, the lots cannot exceed 24% built-upon area.

The Planning Commission, at their meeting held on April 27, 2020, recommended approval of the 3-lot preliminary subdivision plat.

It is recommended Council accept the recommendation of the Planning Commission and approve the 3-Lot Preliminary Subdivision Plat. Consent Agenda Approval. Williams/Polack (7 Ayes)

**SITE-6-20 Emergent Investments, LLC (Medical Office Facility). Approved.** The property is located on the west side of Hospital Rd. north of Medical Office Place.

Frontage:	166 ft.
Average Depth:	Approximately 639 ft.
Area:	134,121.24 sq. ft. or 3.079 acres
Zoning:	Office & Institutional-1

Almost half of the property is clear and vacant. The remaining acreage consists of existing woodlands.

The submitted site plan indicates a single-story, 7,201 sq. ft. building proposed for use as a medical office facility.

Hours of Operation: Monday-Friday  
9:00am – 5:00 pm

Number of Employees: 19

The site will be served by a 60 ft. wide curb cut proposed off Hospital Road and is not subjected to NCDOT approval. A driveway permit will be required from City Engineering.

A 26 ft. wide paved access drive with curb and gutter will extend westward approximately 285 ft. from the terminus providing access to three parking lots located in front of, behind, and along the southern side of the proposed medical office facility.

Parking for the site requires 6 spaces per doctor and 1 per employee. A total of 61 parking spaces have been provided including 3 handicap accessible parking spaces. 17 spaces are shown in the front parking lot, 29 spaces are shown in the side parking lot, and 15 are shown in the rear parking lot.

4 ft. wide exterior sidewalks are shown on the submitted site plan. City sidewalks are required to be a minimum of 5 ft. wide. Staff will ensure developer installs sidewalks to City standards.

6.5 ft. wide interior sidewalks have been provided for pedestrian access leading from the parking lots to the building entrances using private walkways and handicap ramps.

Since the subject property is zoned O&I-1 (Office and Institutional) and is located adjacent to other similarly-zoned properties, a Type A, 5 ft. wide landscape buffer is proposed along the northern, eastern and southern property lines.

Existing woodlands located at the rear of the property along the western property line are proposed as the required Type C, 20 ft. wide buffer yard adjacent to residentially-zoned properties.

A total of four street trees are proposed along Hospital Road. In addition, 27 small shrubs are proposed for use as the required vehicular surface buffer.

Building elevation renderings have not been submitted. However, the applicant has informed Staff that the exterior building materials will consist of brick-veneer, hardy-plank siding, exterior insulation finishing systems (EIFS), and a shingle roof. Once building elevation renderings have been submitted, Staff will ensure that they are in compliance with City performance standards.

Commercial lighting plans have not been submitted, however, staff will work with the applicant to ensure that proposed lighting is compliant with the City's commercial lighting ordinance.

Portions of the property are located within the City's Special Flood Hazard Areas known as the 500-year floodplain, 100-year floodplain and the Floodway. Any proposed development within Special Flood Hazard Areas will require approval from City Engineering before construction permits can be issued.

City water and sewer are available to serve the property.

Stormwater calculations, grading and drainage plans have been submitted and are subject to approval by City Engineering.

Interconnectivity has not been shown on the submitted site plan. Applicant states that interconnectivity would be impractical due to topography and that additional access drives between private properties would result in a loss of required parking spaces.

A 11ft. x 14 ft. concrete pad is shown at the end of the access drive for the location of a commercial dumpster. The dumpster shall be screened according to City standards.

The Planning Commission, at their meeting held on April 27, 2020, recommended approval of the Site and Landscape plan with the requested modification.

It is recommended Council accept the recommendation of the Planning Commission and approve the site and landscape plans with the modification of interconnectivity. Consent Agenda Approval. Williams/Polack (7 Ayes)

**End of Consent Agenda.**

Upon motion of Councilmember Aycock, seconded by Councilmember Williams and unanimously carried, Council recused Mayor Allen from voting on SITE-5-20 JBA Properties, LLC (Contractor's Office and Storage Yard).

Mayor Allen stepped away at 7:18 p.m.

**SITE-5-20 JBA Properties, LLC (Contractor's Office and Storage Yard).**

**Approved.** The property is located on the south side of Arrington Bridge Road between S. John Street and Westbrook Road.

Frontage:	588 ft.
Average Depth:	629 ft.
Area:	358,037 sq. ft. or 8.2 acres
Zoning:	I-2 (General Industry)

The site is clear and vacant.

The submitted site plan indicates a single-story, 12,400 sq. ft. commercial building proposed for use as a contractor's office, workshop and warehouse storage facility. The proposed office will contain 4,000 sq. ft. The proposed workshop will contain 4,800 sq. ft. The Warehouse will contain 3,600 sq. ft.

A proposed storage yard with gravel surfaces is indicated at the rear of the site and will contain approximately 40,000 sq. ft. of storage area for commercial trucks and heavy equipment operation. A 6 ft. in height opaque, chain-link security fence will surround the storage yard.

Hours of Operation:	Monday-Friday 6:00am – 6:00 pm
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Number of Employees:	10
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The site will be served by a 125 ft. wide curb cut proposed off Arrington Bridge Road and subject to NCDOT approval.

A 25 ft. wide paved access drive will extend westward approximately 240 ft. from Arrington Bridge Road to a terminus providing access to two parking lots located in front and along the southern side of the proposed facility.

Parking for the site requires 1 space per 350 sq. ft. of office area, 1 space per 2 employees on the maximum shift plus 1 space for each vehicle stored on site for warehousing and 1 space per working bay for automotive service, inspection and repair plus 1 space per employee. A total of 26 parking spaces have been provided including 1 handicap accessible parking space. 25 parking spaces are required. 22 spaces are proposed at the front of the commercial building and 4 are proposed along the southeast side.

According to the City's Unified Development Code, sidewalk construction is required for new commercial development. The submitted site plan does not indicate the installation of exterior sidewalks along Arrington Bridge Road. The applicant is requesting a modification of the requirement to install 463 linear feet of sidewalk along Arrington Bridge Road. If approved by City Council, the applicant will be required to pay \$8,334.00 in lieu of sidewalk construction to the City of Goldsboro.

6.5 ft. wide interior sidewalks have been provided for pedestrian access leading from the parking lots to the building entrances using private walkways and handicap ramps.

Since the subject property is zoned I-2 (General Industry), a Type A, 10 ft. wide landscape buffer is proposed along the southern and southeast property lines. The site plan indicates a required Type C, 20 ft. wide landscape buffer along the northwest property lines since the adjacent property is zoned O&I-1 (Office and Institutional). Existing woodlands located at the rear of the property along the southern property line are proposed as the required Type A, 10 ft. wide buffer yard.

A total of 13 street trees are proposed along Arrington Bridge Road. A total of 4 large trees will serve as parking lot trees.

Dry detention ponds and swales will serve as proposed BMP's for the site and will be located in the front and rear yards of the property subject to approval by City Engineering. Ponds shall be screened with evergreen shrubs in accordance with the City's landscape ordinance.

Commercial lighting plans have not been submitted, however, staff will work with the applicant to ensure that proposed lighting is compliant with the City's commercial lighting ordinance.

Portions of the property are located within the City's Special Flood Hazard Areas known as the 100-year floodplain. Any proposed development within Special Flood Hazard Areas will require approval from City Engineering before construction permits can be issued.

City water is available to serve the property. City sewer is not available to serve the property, however, City sewer is located within 1,000 ft. of the subject property. According to the City's Unified Development Code, applicants shall connect to City water and sewer systems if proposed developments are within 1,000 ft. of City utilities.

Wayne County Environmental Health has been contacted to perform a septic evaluation for the site. The applicant desires to install an on-site septic system in lieu of connection to City sewer. As such, if the proposed site is suitable for on-site septic systems, a modification will be necessary.

Storm water calculations, grading and drainage plans have been submitted and are subject to approval by City Engineering.

Interconnectivity has not been shown on the submitted site plan. Applicant states interconnection will not be practical since the proposed use of the subject property and the existing use of properties adjacent to and along Arrington Bridge Road are incompatible.

Commercial dumpsters are proposed at the rear of the property and screened from off-site views in accordance with City regulations.

If approved by City Council, the applicant proposes the placement of a temporary modular office unit to conduct business operations while the new office, workshop and warehouse facility is being constructed along Arrington Bridge Road.

The temporary modular office is proposed at 800 N. William Street directly across the street from the Wayne County Detention Center. The property is zoned I-2 (General Industry). Applicant intends to operate for a period not to exceed six (6) months until construction has been completed at the new site.

The applicant is requesting the following modifications:

- 1) Modification to install City sidewalks and pay \$8,334.00 in lieu of sidewalk construction.
- 2) Modification to connect to City sewer.
- 3) Modification of interconnectivity.

The Planning Commission, at their meeting held on April 27, 2020, recommended approval of the Site and Landscape plan with the requested modifications.

Upon motion of Councilmember Aycock, seconded by Councilmember Polack and unanimously carried, Council accepted the recommendation of the Planning Commission and approved the site and landscape plans with the following modifications:

- 1) Modification to install City sidewalks and pay \$8,334.00 in lieu of sidewalk construction.
- 2) Modification to connect to City sewer.
- 3) Modification of interconnectivity.

Mayor Allen stepped back in at 7:25 p.m.

**City Manager's Report.** Mr. Salmon stated City departments are preparing and planning to open our facilities up to the public as soon as the NC Governor Executive Order authorize that to do so. I would recommend anybody interest in the Governor's 3 phase plan that he did a presentation on April 23<sup>rd</sup> or press conference, they should look at that. The Goldsboro Fire Department received an ISO Rating of a 2 which is an improvement from a 3 previously, which puts our city in the top 5% of all fire districts in the US. Thank you Council for your support in making that happen and congratulations to Chief Dixon and the Fire Department. Their readiness is about 50% of the evaluation, 40% is water availability, 10% is our emergency response system and an additional 5% for community outreach. I would also like to recognize Seymour Johnson Air Force Base for their flyover they did in honor of our first responders fighting COVID-19.

Councilmember Polack asked the Manager if he could disclose why we did not get a 1 for the ISO Rating. Mr. Salmon stated I believe we were 6 points shy, and if I recall correctly it was water pressure in certain areas.

**Mayor and Councilmembers' Reports and Recommendations.** Mayor Allen read the following Proclamation:

**Proclamation – Peace Officers Memorial Day.** Mayor Allen called upon the citizens of the City of Goldsboro and upon all patriotic, civic and educational organizations to observe the week of May 10 through May 16, 2020 as Police Week with appropriate ceremonies and observances in which everyone may join in commemorating law enforcement officers, past and present, who by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their community and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens. I further call upon all citizens to observe May 15, 2020 as “**PEACE OFFICERS' MEMORIAL DAY**” in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

Councilmember Williams read the following Proclamation:

**Proclamation – National Day of Prayer.** Mayor Allen proclaimed Thursday, May 7, 2020 as “**A NATIONAL DAY OF PRAYER**” in observance of the National Day of Prayer in the City of Goldsboro, North Carolina, and commend this observance to our citizens.

Councilmember Matthews read the following Proclamation:

**Proclamation – Mental Health Month.** Mayor Allen proclaimed May 2020 as “**MENTAL HEALTH MONTH**” in Goldsboro, North Carolina and called upon the citizens, government agencies, public and private institutions, businesses and schools in Goldsboro to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.

Mayor Pro Tem Broadway read the following Proclamation:

**Proclamation – Drinking Water Week.** Mayor Allen proclaimed May 3-9, 2020 as Drinking Water Week and encourage all citizens to recognize the efforts of the many hardworking individuals in our Public Utilities and Public Works departments who ensure that we always have safe, clean drinking water.

Councilmember Polack read the following Proclamation:

**Proclamation – Municipal Clerks Week.** Mayor Allen recognized the week of May 3-9, 2020, as “**MUNICIPAL CLERKS WEEK**” and further extend appreciation to our City Clerk Melissa Capps, our Deputy City Clerk Laura Getz and all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Councilmember Aycock read the following Proclamation:

**Proclamation – Coats and Ties Off.** Mayor Allen proclaimed reason above custom and urge all Goldsboro citizens to doff their coats and ties for the duration of the summer effective May 1, 2020 until September 30, 2020.

Councilmember Williams suggested everyone to please practice social distancing. I have seen in our city where people are not practicing social distancing. Think about your family, your friends, it is ok to tell someone politely to practice social distancing. If you go out, wear a mask.

Mayor Pro Tem Broadaway also encouraged social distancing. I would also like to thank the city workers, especially sanitation, fire police and EMS. If you see them, tell them thank you.

Councilmember Polack stated there really are a lot of good things going on. I would like to thank Engineering, Mr. Marty Anderson for a prompt response for addressing concerns for residents on Hooks River Road, the streets were not adequately filled after a private contractor did road cuts, leading to damage of a resident’s vehicle. Marty’s efforts got the situation handled ASAP. I have established a system, where I am soliciting volunteers, throughout sectors of my district to serve as liaisons for concerns in their communities. I want to thank the young man from Public Workers who was bold enough to speak.

Councilmember Matthews had no comment.

Councilmember Ham stated last meeting I closed with recognizing organizations and individuals. I would like to recognize Mr. David Glisson that noticed two of our potted plants had been vandalized, he replanted the plants and cleaned up the areas.

Councilmember Aycock stated I want to thank the Public Works Department and the City of Goldsboro employees for their loyalty to the city and thank them for what they do. I want to thank the Police Department, Fire Department and all the essential workers in Wayne County because without them we would be in much more trouble than we are in. I want to give them a heartfelt thank you.

Mayor Allen stated I think the Fire Department going to a 2 is pretty good deal. I know we have talked about it for years. I want to thank Chief Dixon and his staff for that. I want to also thank our performance winners. I want to thank all of our staff for the work we are doing.

There being no further business, the meeting adjourned at 7:42 p.m.

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Chuck Allen  
Mayor

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Melissa Capps, MMC/NCCMC  
City Clerk



CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
June 1, 2020 COUNCIL MEETING

SUBJECT: Accept or Reject Initial Bid and Authorize Finance to Advertise for Upset Bids for 808 W. Grantham Street from Grayson Brent Evans

BACKGROUND: Staff has received an offer to purchase city owned property. Council must either accept or reject the offer, and if accepted authorize advertisement for upset bids (G.S. 160A-266 and 160A-269).

DISCUSSION: The following offers have been received:

808 W. Grantham Street  
Offeror: Grayson Brent Evans  
Offer: \$615,000.00  
Bid Deposit: \$30,750.00  
Parcel #: 58793 Pin #: 2690603842  
Tax Value: \$681,000.00 Zoning: 21-Restaurant

The offer is at least 50% of the tax value of the property. The bid deposit of 5% has been received in the form of a business check drawn on an out of state bank. The offeror has additional terms and conditions that he wishes to negotiate if it is the winning high bidder for the property. The resolution has been drafted to allow for City staff to negotiate the final agreement, and for the Mayor to execute the final contract and/or deed for closing if the original offeror is the winning high bidder.

Please note, there are CDBG funds that were expended to demolish and clean up the olds Gold's Inn Hotel in 2014 in the amount of \$250,971.00. These funds would be reimbursed to the CDBG fund and utilized for allowable type expenditures related to that special revenue fund. Any remaining proceeds at closing would be credited to the General Fund.

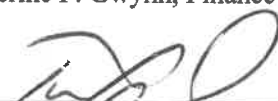
RECOMMENDATION: It is recommended that the City Council, by motion:

1. Accept or reject offer on 808 W. Grantham Street.
2. If accepted, adopt attached resolution authorizing Finance to advertise for upset bids.

Date: 5/28/2020

  
Catherine F. Gwynn, Finance Director

Date: 5/28/20

  
Tim Salmon, City Manager

**RESOLUTION NO. 2020- \_\_\_\_\_**

**RESOLUTION AUTHORIZING UPSET BID PROCESS**

WHEREAS, the City of Goldsboro owns certain real property at **808 W. Grantham Street (Pin #2690603842)**; and

WHEREAS, North Carolina General Statute § 160A-269 permits the city to sell property by upset bid, after receipt of an offer for the property; and

WHEREAS, the City has received an offer to purchase the property described above, in the amount of **\$615,000.00 (Six Hundred Fifteen Thousand Dollars and no/100)** submitted by **Grayson Brent Evans (Offeror)**; and

WHEREAS, Offeror has paid the required five percent (5%) deposit on his/her offer in the amount of **\$30,750.00 (Thirty Thousand Seven Hundred Fifty Dollars and No/100)**;

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Goldsboro, North Carolina, that:

- 1) The City Council authorizes sale of the property described above through the upset bid procedure of North Carolina General Statute § 160A-269.
- 2) The Finance Director shall cause a notice of the proposed sale to be published in a newspaper of general circulation within its jurisdiction. The notice shall describe the property and the amount of the offer, and shall state the terms under which the offer may be upset.
- 3) Persons wishing to upset the offer that has been received shall submit a **sealed bid** with their offer to the office of the Finance Director at 200 N. Center Street, Goldsboro, NC 27530 during normal business hours within 10 days after the notice of sale is published. At the conclusion of the 10-day period, the Finance Director shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.
- 4) If a qualifying higher bid is received, the Finance Director shall cause a new notice of upset bid to be published, and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the City Council.
- 5) A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that existing offer and five percent (5%) of the remainder of that existing offer.
- 6) A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check, or certified check. The city will return the deposit on any bid not accepted, and will return the deposit on an offer subject to upset if a qualifying higher bid is received; provided that sufficient time has elapsed to allow for the payment draft, if by check, to clear the City's central depository and be credited to such, the return of the deposit will then be issued within 10 days of confirmation of clearing. The city will refund the deposit of the final high bidder at closing.
- 7) Any Offeror's bid deposit shall be refunded within ten (10) days if it is not the final high bidder; or if mutually agreeable terms cannot be settled upon if no upset bids are received, provided that sufficient time has elapsed to allow for the payment draft, if by check, to clear the City's central depository and be credited to such. Refund will be issued within 10 days of confirmation of clearing.
- 8) The terms of the final sale are:
  - a) City Council must approve the final high offer before the sale is closed, which it will do within 30

days after the final upset bid period has passed.

- b) Buyer must pay with cash at the time of closing.
- c) Buyer must pay closing costs.
- 9) The City reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.
- 10) If no qualifying upset bid is received after the initial public notice, City staff is hereby authorized to proceed with negotiating the final terms of the offer, and the Mayor is authorized to execute the final contract and/or deed.
- 11) At any point in the process, if the City and offeror are not able to come to mutually agreeable terms, City staff shall bring back to Council for decision on terms or to withdraw property from sale.

This resolution shall be in full force and effect from and after this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor


Attested by:

\_\_\_\_\_  
City Clerk

I, Grayson Brent Evans, would like to offer the City of Goldsboro the sum of \$615,000 for the purchase of the property at the following location:

**Parcel:** 2690603842

**Street Address:** 808 W Grantham Street, Goldsboro, North Carolina

Signed:   
Date: 5/13/2020

**Name:** Grayson Brent Evans

**Address:** 900 SW Pine Island Road, Suite 202, Cape Coral, FL 33991

**Phone:** 239.210.0455

**Email:** bevans@creightondeev.com

**Amount of Bid Deposit:** \$30,750

**CREIGHTON CONSTRUCTION & MANAGEMENT, LLC**

CENTENNIAL BANK

81-275  
829

**2497**

CAPE CORAL, FL 33991

DATE

April 16, 2020

AMOUNT

\$\*\*\*\*\*30,750.00

Pay: \*\*\*\*\*Thirty thousand seven hundred fifty dollars and no cents

**PAY  
TO THE  
ORDER  
OF**

The City of Goldsboro  
c/o Octavius Murphy  
200 North Center Street  
Goldsboro, NC 27530

AUTHORIZED SIGNATURE

The City of Goldsboro

**CREIGHTON CONSTRUCTION & MANAGEMENT, LLC**  
CAPE CORAL, FL 33991

**2497**

DATE	INVOICE NO.	DESCRIPTION	INVOICE AMOUNT	DEDUCTION	BALANCE
4-16-20	808W Grant	808 W Grantham Stree	30750.00	.00	30750.00
CHECK DATE	4-16-20	CHECK NUMBER	2497	TOTALS	30750.00
					.00
					30750.00



**CITY OF GOLDSBORO**  
**808 W GRANTHAM STREET**  
**2690603842**



<Double-click to enter text>



0 37.575 150 225 300  
Feet



<b><u>OBJECTID</u></b>	<b><u>PIN</u></b>	<b><u>Owner Name</u></b>
66346	2690603842	CITY OF GOLDSBORO
<b><u>Co-Owner Name</u></b>	<b><u>Owner Address 1</u></b>	<b><u>Owner Address 2</u></b>
	PO BOX A	
<b><u>Owner Address 3</u></b>	<b><u>Owner City</u></b>	<b><u>Owner State</u></b>
	GOLDSBORO	NC
<b><u>Owner Zip</u></b>	<b><u>Unit or Apt</u></b>	<b><u>Deed Date</u></b>
27533-9701		5/5/2014 12:00:00 AM
<b><u>REID</u></b>	<b><u>Deed Book</u></b>	<b><u>Deed Page</u></b>
0058793	3087	19
<b><u>Sale Month</u></b>	<b><u>Sale Year</u></b>	<b><u>Sale Price</u></b>
5	2014	0
<b><u>Previous Deed Book</u></b>	<b><u>Previous Deed Page</u></b>	<b><u>Previous Sale Month</u></b>
02690	0066	3
<b><u>Previous Sales Year</u></b>	<b><u>Previous Sale Price</u></b>	<b><u>Property Use</u></b>
2009	710000	21 - RESTAURANT
<b><u>Record Source</u></b>	<b><u>Property Address</u></b>	<b><u>Legal Description</u></b>
Owner	808 W GRANTHAM ST	W GRANTHAM ST
<b><u>Acres</u></b>	<b><u>Neighborhood</u></b>	<b><u>Account Number</u></b>
4.54	01801	76121320
<b><u>Township Code</u></b>	<b><u>Building Value</u></b>	<b><u>Outbuilding Value</u></b>
12	0	0
<b><u>Land Value</u></b>	<b><u>Total Market Value</u></b>	<b><u>Total Assessed Value</u></b>
681000	681000	681000
<b><u>Vacant Or Improved</u></b>	<b><u>Vacant or Improved 2</u></b>	
V	I	

Users of the GIS information/data contained in this web mapping application are hereby notified that the information was compiled from recorded deeds, plats and other public records and data. Users are notified that the aforementioned public primary information sources should be consulted for verification of the data contained in this information. The County of Wayne and the mapping companies or other entities assume no legal responsibility for the information contained herein. By accepting this disclaimer you agree and understand the disclaimer.

## Wayne County - Basic Search



### Basic Search

[View Property Record for this Parcel](#) [View Map for this Parcel](#)

**Parcel #:** 2690603842

**Account #:** 76121320

Owner Information
CITY OF GOLDSBORO PO BOX A GOLDSBORO, NC 27533

Tax Codes
C ADVL TAX - COUNTYWIDE ADVALOREM TAX CI01ADVL TAX - CITY - GOLDSBORO

Property Information
Land (Units/Type): 4.540 AC Address: 808 W GRANTHAM ST

Township
12

Deed Information
Date: 05/2014 Book: 03087 Page: 0019 Plat Book: Page:

Local Zoning

Legal Description
W GRANTHAM ST

Alternate Parcel Number

Property Values	
Building:	0
OBXF:	0
Land:	681,000
Market:	681,000
Assessed:	681,000
Deferred:	0

### Sales Information

No.	Book	Page	Month	Year	Instrument	Qual/UnQual	Improved	Price
1	01929	0149	03	2002	WD	Unqualified	Improved	2,050,000
2	02250	0363	10	2004	WD	Unqualified	Improved	0
3	02250	0886	10	2004	WD	Unqualified	Improved	0
4	02301	0062	03	2005	WD	Unqualified	Improved	1,100,000
5	02690	0066	03	2009	WD	Unqualified	Improved	710,000
6	03087	0019	05	2014	WD	Unqualified	Vacant	0

[View Property Record for this Parcel](#) [View Map for this Parcel](#)

[<< Return to Basic Search](#)

All information on this site is prepared for the inventory of real property found within Wayne County. All data is compiled from recorded deeds, plats, and other public records and data. Users of this data are hereby notified that the aforementioned public information sources should be consulted for verification of the information. All information contained herein was created for the Wayne County's internal use. Wayne County, its employees and agents make no warranty as to the correctness or accuracy of the information set forth on this site whether express or implied, in fact or in law, including without limitation the implied warranties of merchantability and fitness for a particular use. If you have any questions about the data displayed on this website please contact the Wayne County Tax Department at 919-731-1461 option #2.





# Wayne County Tax Department

[Bill Search](#) [Special Assessment Search](#) [Delinquent Bill Search](#) [Personal Property Search](#)

Search By

Parcel Number ▼

0058793

Tax Year

ALL ▼

[New Search](#)

Go

e.g. 00101102 or 00101103A

[Page 1 of 1] First.. 1 ..					
Bill #	Old Bill #	Parcel #	Name	Location	Current Due
<a href="#">0100103605-2014-2014-0000-00</a>		<a href="#">0058793</a>	CITY OF GOLDSBORO	808 W GRANTHAM ST WAYNE COUNTY	\$0.00
<a href="#">0000058793-2013-2013-0000-00</a>		<a href="#">0058793</a>	CITY OF GOLDSBORO	808 W GRANTHAM ST WAYNE COUNTY	\$0.00
<a href="#">0000058793-2012-2012-0000-00</a>		<a href="#">0058793</a>	CITY OF GOLDSBORO	808 W GRANTHAM ST WAYNE COUNTY	\$0.00
<a href="#">0000058793-2011-2011-0000-00</a>		<a href="#">0058793</a>	CITY OF GOLDSBORO	808 W GRANTHAM ST WAYNE COUNTY	\$0.00
<a href="#">0000058793-2010-2010-0000-00</a>		<a href="#">0058793</a>	CITY OF GOLDSBORO	808 W GRANTHAM ST WAYNE COUNTY	\$0.00
<a href="#">0000058793-2009-2009-0000-00</a>		<a href="#">0058793</a>	CITY OF GOLDSBORO	808 W GRANTHAM ST WAYNE COUNTY	\$0.00
<a href="#">0000058793-2008-2008-0000-00</a>		<a href="#">0058793</a>	CITY OF GOLDSBORO	808 W GRANTHAM ST WAYNE COUNTY	DELINQUENT \$55,017.91
<a href="#">0000058793-2007-2007-0000-00</a>		<a href="#">0058793</a>	CITY OF GOLDSBORO	808 W GRANTHAM ST WAYNE COUNTY	DELINQUENT \$57,399.26
<a href="#">0000058793-2006-2006-0000-00</a>		<a href="#">0058793</a>	MARIFDARR INC	808 W GRANTHAM ST WAYNE COUNTY	\$0.00
Total:					\$112,417.17

## Disclaimer:

The tax bill data and payment history provided herein is periodically copied from the Wayne County Tax Office billing and collection system. Currently this data is update hourly. Consequently, there will be a short delay between the time a bill is satisfied (either in our offices or using our online payment vendor) and when payment is reflected on this site. The Wayne County Tax Dept. makes no warranties, expressed or implied, concerning the accuracy, completeness, reliability, or suitability of this data. Furthermore, this office assumes no liability whatsoever associated with the use or misuse of such data.

**INDEXED**

Doc ID: 011080530004 Type: CRP  
 Recorded: 05/05/2014 at 12:07:44 PM  
 Fee Amt: \$26.00 Page 1 of 4  
 Excise Tax: \$0.00  
 WAYNE COUNTY, NC  
 LOIS J MOORING REGISTER OF DEEDS

BK **3087** PG **19-22**

No N.C. Real  
 Estate Excise Tax Affixed *JEM*

Return to:  
 Justin Minchew

**NORTH CAROLINA QUITCLAIM DEED**

Prepared by:  
 Christopher H. Roede  
 Poyner Spruill LLP (without title examination)  
 Post Office Box 1801  
 Raleigh, North Carolina 27602

After Recording Return to: Grantee

Parcel Identifier No. 2690603842  
 Revenue Stamps: -0-  
 No Taxable Consideration

STATE OF NORTH CAROLINA  
 COUNTY OF WAYNE

THIS QUITCLAIM DEED is made this 10<sup>th</sup> day of April, 2014 by **BUSINESS LOAN CENTER, LLC, a Delaware limited liability company** (the "Grantor"), with a mailing address of One Independence Point, Suite 102, Greenville, SC 29615 to **CITY OF GOLDSBORO, NORTH CAROLINA** (the "Grantee"), with a mailing address of c/o Ron Lawrence, Everett, Womble & Lawrence, LLP, 507-B N. Spence Avenue, Goldsboro, NC 27532.

**WITNESSETH**

For and in consideration of \$10.00 cash in hand paid by Grantee to Grantor, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor has and by these presents does quitclaim and release unto Grantee any and all interest in and to all of the right, title and interest, if any, of Grantor in that certain lot or parcel of land, situated in Wayne County, North Carolina, which lot or parcel of land is more particularly described on Exhibit A attached hereto and incorporated herein by reference (the "Property").

**TO HAVE AND TO HOLD** the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee free and discharged from all right, claim or interest of Grantor, if any.

The Grantor makes no warranty, express or implied, as to title to the property hereinabove described.

The designation "Grantor", and "Grantee" as used herein shall include said named parties and their respective heirs, personal representatives, successors and assigns, and shall include the singular, plural, masculine, feminine or neuter as required by context.

Grantor states that the Property does not include the primary residence of Grantor.

THE REAL ESTATE IS HEREBY CONVEYED "AS IS", "WHERE IS", AND WITH ALL FAULTS AND GRANTOR MAKES NO REPRESENTATION OR WARRANTY WHATSOEVER WHETHER EXPRESSED, IMPLIED OR STATUTORY WITH RESPECT TO THE REAL ESTATE, THE AVAILABILITY OF UTILITIES, ACCESS OF THE REAL ESTATE TO PUBLIC ROADS, APPLIANCES OR THE CONDITION, ADEQUACY OR SUITABILITY OF THE REAL ESTATE FOR ANY PURPOSES. GRANTEE SHALL NOT RELY ON ANY WARRANTY OR REPRESENTATION OF GRANTOR OR ANY AGENT, EMPLOYEE OR REPRESENTATIVE OF GRANTOR, AND GRANTEE ACCEPTS THE REAL ESTATE "AS IS", "WHERE IS", SUBJECT TO ALL FAULTS AND WITHOUT ANY EXPRESSED OR IMPLIED WARRANTIES OF ANY KIND, INCLUDING BUT NOT LIMITED TO, MATERIALS, WORKMANSHIP, GOOD AND WORKMANLIKE CONSTRUCTION, DESIGN, CONDITION, HABITABILITY, TENANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY OR THE ENVIRONMENTAL CONDITION OF THE REAL ESTATE AND THE PRESENCE OF OR CONTAMINATION BY HAZARDOUS MATERIALS, AND GRANTOR HEREBY DISCLAIMS ANY SUCH WARRANTY. GRANTEE HAS DETERMINED ON GRANTEE'S BEHALF (i) THE PHYSICAL CONDITION OF THE PROPERTY AND THAT THERE IS NO DEFECT OR CONDITION WHICH IS UNACCEPTABLE TO GRANTEE, (ii) WHETHER ANY PORTION OF THE PROPERTY LIES IN ANY FLOOD PLAIN, FLOOD WAY OR SPECIAL FLOOD HAZARD AREA, (iii) WHETHER ANY GEOLOGICAL FAULT OR UNSATISFACTORY SOIL CONDITION EXISTS ON ANY PORTION OF THE PROPERTY AND (iv) THAT ALL ENVIRONMENTAL CONDITIONS RELATING TO THE PROPERTY ARE ACCEPTABLE TO GRANTEE.

[SIGNATURE ON NEXT PAGE]

IN WITNESS WHEREOF, the Grantor has executed this instrument as of the day and year first above written.

BUSINESS LOAN CENTER, LLC,  
a Delaware limited liability company

By: Roger E. Malman, Jr. (SEAL)  
Name: ROGER E. MALMAN  
Title: Vice President

State of North Carolina  
County of Mecklenburg

I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: Roger E. Malman, Vice President

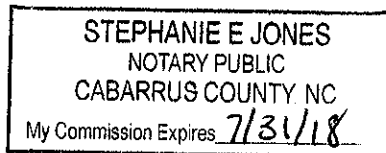
Date: April 10<sup>th</sup>, 2014

Official Signature of Notary: Stephanie E. Jones

Notary's Printed or Typed Name: Stephanie E. Jones Notary Public

My Commission Expires: 7/31/18

(Official Seal)



**EXHIBIT A**  
**ATTACHED TO QUITCLAIM DEED**  
**FROM BUSINESS LOAN CENTER, LLC**  
**TO**  
**CITY OF GOLSBORO, NORTH CAROLINA**

**LEGAL DESCRIPTION**

Being all of **TRACT NO. 1, CONTAINING 4.74 ACRES**, more or less, as shown on a plat entitled "**SURVEY FOR DURGA II, INC.**", dated October 25, 2001, recorded in **PLAT CABINET L, SLIDE 73-E**, in the Wayne County Registry. Reference is made to Deed recorded in Book 2197, Page 155. Being the same property conveyed by Deed dated May 13, 2004, from Business Loan Center, LLC (f/k/a Business Loan Center, Inc.), to BLC Real Estate, LLC, recorded in Book 2204, Page 766, and refiled in Book 2250, Page 886, Wayne County Registry.

**EXCEPTING**, however, from the foregoing 4.74 acres tract, is the following described parcels:

**FIRST EXCEPTION:** From a point on the existing southern right of way boundary of US 70 (Grantham Street), said point being the common property corner of Grantor with Horace Coward and Luther Howell Stewart, now or formerly, along a line having a bearing of N 70-40-00 W 71.69 meters (235.20 feet) to the point of BEGINNING; thence to a point on a bearing of S 19-23-00 W 18.28 meters (60.0 feet); thence to a point on a bearing of N 70-33-00 W 16.69 meters (54.8 feet); thence along a circular curve 9.34 meters (30.6 feet) and having a radius of 54.00 meters (177.2 feet). The chord of said curve being on a bearing of N 65-36-00 W 9.33 meters (30.6 feet); thence to a point on a bearing of N 20-28-00 E 17.42 meters (57.2 feet); thence to a point on a bearing of S 70-40-00 E 25.65 meters (84.2 feet); returning to the point and place of beginning, **CONTAINING 468.81 square meters (5046.2 square feet)**, being 0.05 hectares (0.1 acre). Being the Fee Simple Right of Way Tract I conveyed by Deed dated July 30, 2004, from BLC Real Estate, LLC, to the Department of Transportation, recorded in Book 2241, Page 870, Wayne County Registry.

**SECOND EXCEPTION:** Beginning at a point on the existing southern right of way boundary of US 70 (Grantham Street), said point being the common property corner of Grantor with Horace Coward and Luther Howell Stewart, now or formerly; thence to a point on a bearing of S 19-32-30 W 5.08 meters (16.7 feet); thence to a point on a bearing of S 84-41-30 W 21.93 meters (72.0 feet); thence along a circular curve 17.95 meters (58.9 feet) and having a radius of 54.00 meters (177.2 feet). The chord of said curve being on a bearing of N 83-37-30 W 17.87 meters (58.6 feet); thence to a point on a bearing of N 19-22-30 E 18.24 meters (59.8 feet); thence to a point on a bearing of S 70-39-30 E 37.35 meters (122.6 feet); returning to the point and place of beginning, **CONTAINING 484.00 square meters (5209.7 square feet)**, being 0.05 hectares (0.1 acre). Being the Fee Simple Right of Way Tract II conveyed by Deed dated July 30, 2004, from BLC Real Estate, LLC, to the Department of Transportation, recorded in Book 2241, Page 870, Wayne County Registry.

The foregoing 4.74 acres tract is further subject to temporary construction easements described as follows:

**TEMPORARY CONSTRUCTION EASEMENT I:** An area lying outside of and adjacent to the above described right of way located between an eastern property line of the Grantor common with the Wayne County ABC Board, now or formerly, and a western property line of the Grantor common with New Age Communications, Inc., now or formerly, having a maximum width of 5.229 meters (17.16 feet) as shown on the project plans and staked on the ground. Being the TCE Tract I conveyed by Deed dated July 30, 2004, from BLC Real Estate, LLC, to the Department of Transportation, recorded in Book 2241, Page 870, Wayne County Registry.

**TEMPORARY CONSTRUCTION EASEMENT II:** An area lying outside of and adjacent to the above described right of way located between survey station 11+95.000, survey line Y10C, and a western property line of the Grantor common with the Wayne County ABC Board, now or formerly, and having a maximum width of 7.855 meters (25.77 feet) as shown on the project plans and staked on the ground. Being the TCE Tract II conveyed by Deed dated July 30, 2004, from BLC Real Estate, LLC, to the Department of Transportation, recorded in Book 2241, Page 870, Wayne County Registry.

CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
JUNE 1, 2020

**SUBJECT:** Bid Award to WithersRavenel for Source Water Protection Plan & AWIA Risk and Resilience Assessment and Emergency Response Plan

**BACKGROUND:** North Carolina General Statute 130A-320 requires the City of Goldsboro, as a Public Water Supply (PWS), to prepare a Source Water Protection Plan (SWP-Plan) and by the America's Water Infrastructure Act (AWIA) of 2018, is required to perform Risk and Resilience Assessments (RRAs) and update the Emergency Response Plans (ERP) accordingly for North Carolina Department of Environmental Quality and the Environmental Protection Agency approval.

This evaluation includes the risk to the system from malevolent acts and natural hazards; the resilience of the pipes and constructed conveyances, physical barriers, source water, water collection and intake, pretreatment, treatment, storage, and distribution facilities, electronic, computer, or other automated systems (including physical and cyber security of such systems) which are utilized by the system; the monitoring practices of the system; the financial infrastructure of the system; the use, storage, or handling of various chemicals by the system; and the operation and maintenance of the system.

**DISCUSSION:** The City of Goldsboro advertised for Request For Qualifications RFQ# 2020-001 on April 2, 2020 and received seven responsive firms on April 21, 2020 at 10:00 AM.

Interviews were conducted on May 14, 2020 with three firms. After staff discussion and reference checks, WithersRavenel of Cary, NC was selected to submit a proposal.

A proposal has been received from WithersRavenel for these services in an amount not to exceed \$89,400. The City has allocated monies in its current budget FY 19-20 for these services.

**RECOMMENDATION:** It is recommended that the City Council approve the attached Resolution authorizing the City Manager to execute a contract with WithersRavenel not to exceed \$89,400 to provide services for the Source Water Protection Plan & AWIA Risk and Resilience Assessment and Emergency Response Plan.

Date: May 22, 2020 Michael Wagner  
Michael Wagner, Public Utilities Director

Date: 05/22/20 T. Salmon  
Timothy A. Salmon, City Manager

RESOLUTION NO. 2020-

RESOLUTION AWARDING AND AUTHORIZING EXECUTION OF CONTRACT  
FOR SOURCE WATER PROTECTION PLAN & AWIA RISK AND  
RESILIENCE ASSESSMENT AND EMERGENCY RESPONSE PLAN

WHEREAS, on April 21, 2020 the City of Goldsboro received a responsive Request For Qualifications for the Source Water Protection Plan & AWIA Risk and Resilience Assessment and Emergency Response Plan; and

WHEREAS, the City has received a proposal for \$89,400 from WithersRavenel to prepare a Source Water Protection Plan & AWIA Risk and Resilience Assessment and Emergency Response Plan to comply with North Carolina General Statute 130A-320 and America's Water Infrastructure Act of 2018 ; and

WHEREAS, the City Council deems it in the best interest of the City of Goldsboro to authorize a contract for services to WithersRavenel in an amount not to exceed \$89,400.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Goldsboro, North Carolina, that:

1. The City Manager is hereby authorized and directed to execute a contract with WithersRavenel, in an amount not to exceed \$89,400 to provide services for the Source Water Protection Plan & AWIA Risk and Resilience Assessment and Emergency Response Plan.
2. This Resolution shall be in full force and effect from and after this 1st day of June 2020.

---

City Manager

Attested by:

---

City Clerk



May 21, 2020

City of Goldsboro  
Public Utilities Director  
P.O. Drawer A  
200 North Center Street  
Goldsboro, NC 27530

Attn: Michael Wagner

RE: WR Project # 02200394.00  
Agreement for Professional Services  
  
Source Water Protection Plan & AWIA Risk and Resilience Assessment  
and Emergency Response Plan

Dear Mr. Wagner:

WithersRavenel is pleased to provide this Agreement for Engineering Services to City of Goldsboro for the above Project. If you have any questions or concerns about the agreement please do not hesitate to call me at the number listed below.

Sincerely

WithersRavenel

Kenneth Orie, P.E.  
Senior Technical Consultant  
115 MacKenan Drive Cary, NC 27511  
t: 919.469.3340| f: 919.467.6008| withersravenel.com

*The proposed agreement attached is valid until July 19, 2020.*

Attachments:

Agreement for Professional Services  
Exhibit I – Standard Terms and Conditions  
Exhibit II- Fee & Expense Schedule

115 MacKenan Drive Cary, NC 27511  
t: 919.469.3340| f: 919.467.6008| withersravenel.com

Asheville | Cary | Greensboro | Pittsboro | Raleigh | Wilmington



## **City of Goldsboro-Source Water Protection Plan & AWIA Risk and Resilience Assessment & Emergency Response Plan**

### **Agreement for Professional Services**

This AGREEMENT, the Standard Terms and Conditions (Exhibit I), and Fee and Expense Schedule (Exhibit II), are hereby included as part of the Agreement for Professional services dated \_\_\_\_\_ between City of Goldsboro (CLIENT) and WithersRavenel, Inc. (CONSULTANT) for Professional Engineering Services to be rendered in connection with the **Error! Reference source not found.** (PROJECT).

#### **A. PROJECT DESCRIPTION**

With the October 23, 2018 enactment of America's Water Infrastructure Act (AWIA), drinking water systems serving more than 3,300 people are required to develop or update risk assessments (RAs) and emergency response plans (ERPs). The EPA guidelines give direction and flexibility to drinking water systems for the development of their RAs and ERPs. Generally, it is required that drinking water systems evaluate the following:

1. The risk to the system from malevolent acts (human-caused) and natural hazards;
2. The resilience of the pipes and constructed conveyances, physical barriers, source water, water collection and intake, pretreatment, treatment, storage, and distribution facilities, electronic, computer, or other automated systems (including the security of such systems) which are utilized by the system;
3. The monitoring practices of the system;
4. The financial infrastructure of the system;
5. The use, storage, or handling of various chemicals by the system; and
6. The operation and maintenance of the system.

#### **B. TIMELINE FOR SERVICES**

WithersRavenel will begin work upon receipt of executed contract and/or written notice to proceed from the Client. Estimated timeframe(s) for the basis of the services described in the Scope of Work are shown below.

- ▶ AWIA Requirements Gap Analysis – estimated 4 weeks;
- ▶ Develop Risk Assessment – estimated 5 month(s); This timeframe will overlap with AWIA Gap Analysis;
- ▶ Develop Emergency Response Plan – estimated 9 month(s), This timeframe will overlap with above
- ▶ Certification – estimated 5 month(s);
- ▶ Source Water Protection Plan – estimated 6 months;

From the above and factoring in variability in the approval process, we estimate the total project timeframe for the Scope of Work to be 9 months.

Note the timeframe(s) noted above may be adjusted dependent on the following:

- ▶ Timeliness of reviews by Client;
- ▶ Timeliness of information provided by the Client, and other Client consultants;
- ▶ Client and/or Agencies requesting additional work.

Note that the timeframes can be adjusted through negotiation and achieving a mutually agreed upon schedule. Fees may be adjusted based on any timeframe modifications.

## C. SCOPE OF SERVICES

### *Task 1 – Project Management*

- A. WithersRavenel shall provide coordination and communication efforts for items relating to the Project that are not specifically covered in separate tasks outlined in the scope with specific items shown below:
  1. Attendance at formal meetings with the City;
  2. Meetings with Quasi-Public entities to discuss project;
  3. Any specific Client invoicing requirements that are not typical, e.g. working within specific Client supplied computer program, summary of work performed/progress reports, and agreement work-to-date summaries;
  4. Client specific administrative processes, i.e. software compliance, billing;
  5. Manage internal project processes, communication, and resources during process through design as noted in the Scope of Services.
- B. Upon Notice to Proceed (NTP), the CONSULTANT team will plan and schedule a kickoff meeting to initiate the project team, review the scope of services, initiate planning for on-site activities, and confirm expectations for the project. The team will conduct a two-hour kickoff meeting with stakeholders. At the kickoff meeting,
  1. The team will establish secure methods of transmitting electronic and paper documents, and discuss requirements for shielding this work from any public record act information requests (PRAs).
  2. Deliverables will be classified as PCI (Protected Critical Information).
  3. Participants will also discuss previous Vulnerability Assessments (VA) and other documents pertinent to the project.
  4. At the kickoff meeting, the CONSULTANT will meet with CLIENT to identify the project team, key members of CLIENT's and CONSULTANT's staff who will be points of contact and key sources of information, data, and communication. Additionally, the team will review project goals, methods, logistics, and schedules at the kickoff meeting.
- C. Receive CLIENT input on components of the drinking water system to include and evaluate in the RA and ERP.
- D. Discuss in detail all available data sources, including but not limited to
  1. Past Vulnerability Assessment(s)
  2. Past Emergency Response Plan(s)

3. 2009 Capital Improvement Plan
4. Existing Asset Management Infrastructure
5. Staff knowledge

**Deliverables:**

**Monthly Progress Reports** – CONSULTANT will prepare monthly progress reports associated with activities conducted and invoiced.

**Kickoff Meeting Summary** – CONSULTANT will submit a summary of the kickoff meeting to CLIENT's project manager within 3 business days of the meeting.

***Task 2 – AWIA Requirements Gap Analysis***

- A. CONSULTANT will review CLIENT 's existing documents against the requirements set forth in Section 2013 of the recent AWIA. In particular, the team will look for gaps between existing documents and procedures and the areas expanded under the AWIA (e.g., source water, chemical handling, financial systems). In addition, the CONSULTANT team will catalogue significant new or upgraded water system infrastructure, assets, and systems implemented previously not incorporated in any existing documents or plan, but that are identified by the Client.
- B. CLIENT does not currently have a formal ERP; however, they do have in place an Emergency Operations Plan (EOP). CONSULTANT plans to use this EOP as a starting point for the development of the water system ERP. The team will review the existing EOP against AWIA ERP requirements to document the compliance gaps, if any, with the understanding that the ERP will also need to reflect the results of the RRA (described below). In addition, CONSULTANT will perform a high-level review of individual CLIENT emergency operations procedures that pertain to the water system for potential modification and inclusion into the final water system ERP. This scope assumes that CLIENT will provide CONSULTANT with a copy of its existing EOP electronically, along with copies of its individual procedures.
- C. Upon completion of the document review and gap analysis, the team will conduct one workshop (estimated up to 4 hours) with the CLIENT project team to:
  - ▶ Review the results and discuss the strategy to complete an AWIA-compliant water system RRA and ERP.
  - ▶ Facilitate a discussion to confirm any significant additions to the water system, and their criticality.
  - ▶ Review and, if necessary, gather additional information pertaining to the water infrastructure for the threat characterization considering the expanded AWIA categories.

A summary memo will be prepared and include further definition of the scope and level of effort required to develop an RRA and ERP, if needed, based on the gap analysis findings. Large-scale assets will be addressed, such as water treatment plant, pump stations and tanks. Based on initial discussion with CLIENT, this agreement includes up to



20 assets. Additional assets may be considered in accordance with “Additional Services” below.

- D. Interview staff (up to ten interviews at one hour each) via videoconference and compile list of risks of concern, such as malevolent acts and natural disasters, to include in the RA and ERP. This will include one meeting with the staff responsible for the Water System at Seymore Johnson as well as presentation of findings.

### Deliverables:

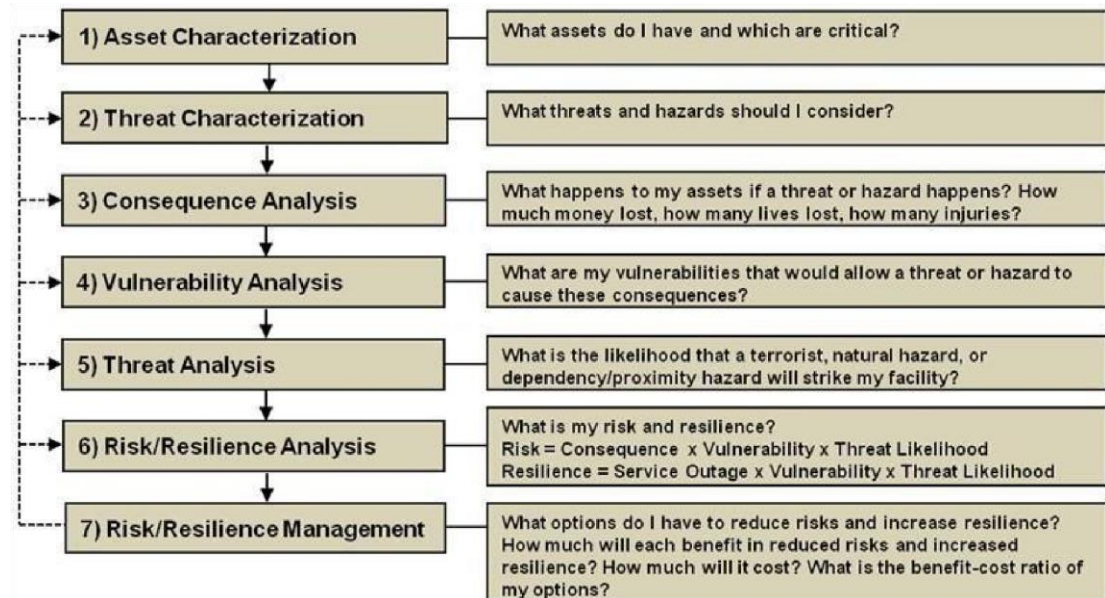
**Workshop Summary** – CONSULTANT will submit a summary of the Gap Analysis Workshop to the CLIENT project manager within 3 business days of the Workshop.

**Gap Analysis Summary Memo** – CONSULTANT will submit a gap analysis summary memo to the CLIENT project manager prior to the initiation of Task 3.

### *Task 3 – Develop Risk Assessment*

- A. CONSULTANT will build upon the results of the gap analysis to execute the asset and threat characterizations, which are the first two steps of the J100-10 methodology as indicated below, then will proceed with the remaining steps as indicated in the diagram below.

AWWA J100 -10 Methodology Diagram





# WithersRavenel

Our People. Your Success.

- B. In accordance with the AWIA requirements, and incorporating the AWWA M19 manual, ANSI/AWWA J100-10, ANSI/AWWA G300, ANSI/AWWA G440-17, and ANSI/AWWA G430-14 standards as appropriate, the RRA for the CLIENT water system will include an assessment of:
1. Risk to the system from malevolent acts and natural hazards
  2. Resilience of the pipes and constructed conveyances, physical barriers, source water, water collection and intake, pretreatment, treatment, storage and distribution facilities, electronic, computer, or other automated systems (including the security of such systems) which are utilized by the system
  3. Monitoring practices of the system
  4. Financial infrastructure of the system
  5. Use, storage, or handling of various chemicals by the system
  6. Operation and maintenance of the system
  7. Evaluation of capital and operational needs for risk and resilience management for the system
- C. Following the above guidance and data collection methods, CONSULTANT shall utilize EPA's Vulnerability Self-Assessment Tool (VSAT 2.0) to develop the required RA. VSAT assists in developing RA and ERP compliant with AWIA and the guidelines of AWWA J100, which is specifically cited in EPA's AWIA guidance.
1. Using VSAT 2.0, build evaluation matrices for up to 20 large-scale assets.
  2. Using VSAT 2.0, evaluate up to 10 risks of concern.
  3. Produce the RA and ERP documents. Review with and provide to CLIENT.
- D. The results of the risk assessment portion of the RRA will be used as the basis for decisions with CLIENT regarding acceptable risk and for the development of recommendations to further improve the effectiveness of CLIENT's protection and resilience systems if such improvements are warranted. CONSULTANT prepares planning-level opinions of probable costs for recommendations and can work with CLIENT on their appropriate phasing and sequencing.

### **Deliverables:**

**Draft RRA** – CONSULTANT will provide CLIENT with a draft of the RRA and will respond to comments for up to one review cycle.

**Final RRA** – After responding to comments, a final RRA will be submitted to CLIENT. This scope and budget assume that CLIENT will be responsible for the development and submittal of the certification letter for the RRA. This deliverable will include a dashboard summary



created in POWER BI. This deliverable will be provided electronically to allow for the updating of the plan by the CLIENT.

## **Task 4 – Emergency Response Plan**

- A. CONSULTANT will prepare and/or revise CLIENT’s water system emergency response plan upon completion of the RRA. The new or revised emergency response plan shall be specific to the water system, incorporate findings from the completed RRA, and build upon CLIENT’s existing emergency response documents. CONSULTANT will provide CLIENT with a draft water system ERP and respond to comments for one review cycle. With the response to comments, the CONSULTANT will provide a final water system ERP. The RRA and ERP will collectively address the following AWIA requirements:
1. Strategies and resources to improve the resilience of the system, including the physical security and cybersecurity of the system
  2. Plans and procedures that can be implemented, and identification of equipment that can be utilized, in the event of a malevolent act or natural hazard that threatens the ability of the community water system to deliver safe drinking water
  3. Actions, procedures, and equipment that can obviate or significantly lessen the impact of a malevolent act or natural hazard on the public health and the safety and supply of drinking water provided to communities and individuals, including the development of alternative source water options, relocation of water intakes, and construction of flood protection barriers
  4. Strategies that can be used to aid in the detection of malevolent acts or natural hazards that threaten the security or resilience of the system
- B. CONSULTANT will also develop the ERP utilizing the National Incident Management System (NIMS) and Standardized Emergency Management System (SEMS) Incident Command System (ICS) protocol.

### **Deliverables:**

**Draft ERP** – Consultant will provide CLIENT with a draft and respond to comments for one review cycle.

**Final ERP** – After responding to comments, a completed ERP will be submitted to CLIENT. This scope and budget assume that CLIENT will be responsible for the development and submittal of the certification letter for the ERP.

## **Task 5 – Certification Assistance**

- A. Assist CLIENT in certifying completion of the work through EPA’s online portal.

### **Task 6 – Source Water Protection Plan**

- A. To complete the Source Water Protection Plan (SWPP) process, Consultant will complete the following:
5. Review existing publicly available background information on the Neuse River and the existing SWPP and background information on the hydrogeology of the area. This includes the results of recent water quality testing
  6. Complete a search of the State Databases, which contains information on reported contaminated sites
  7. Complete an initial site reconnaissance of the area. Meet on-site one time with the water system operator to discuss the current operation of the water system and obtain relevant background information from paper files.
  8. Prepare for and attend one meeting at CLIENT's offices to discuss our initial assessment and obtain input from the CLIENT
  9. Generate a draft SWPP report for review by the CLIENT.
  10. Compile and respond to review comments for up to one review cycle on the draft report and prepare a final version.
  11. Prepare an educational handout for the CLIENT to distribute to water system customers to provide information on source protection initiatives and the outcome of the SWPP process

#### **Deliverables:**

**Draft SWPP** – CONSULTANT will provide CLIENT with a draft of the SWPP and will respond to comments for up to one review cycle.

**Final SWPP** – After responding to comments, a completed SWPP will be submitted to CLIENT.

## **D. ADDITIONAL SERVICES**

The CONSULTANT shall undertake Additional Services only upon receipt of written request from the CLIENT and agreement of additional fees. Fees for Additional Services may be lump sum or based on the hourly rates for project personnel as based on the WithersRavenel Fee Schedule (Exhibit II), subject to agreement between CONSULTANT and CLIENT. Such Additional Services may include (but not be limited to) any of the following:

- ▶ Development of an Asset Management Program that supports the AWIA Compliant RRA and ERP.
- ▶ Development of a Capital Improvement Plan that updates the 2009 plan
- ▶ Public Meetings and Presentations



- ▶ Surveying services
- ▶ Engineering design services
- ▶ Environmental services
- ▶ Permitting services
- ▶ Other service requested by the CLIENT

## **E. CLIENT RESPONSIBILITIES**

During the performance of the CONSULTANT's services under this AGREEMENT, the CLIENT will:

- ▶ Assist CONSULTANT by providing all available information pertinent to the PROJECT, including any reports, maps, drawings, institutional knowledge, and any other data relative to the PROJECT prior to the CONSULTANT beginning work.
- ▶ Provide existing EOP electronically, along with copies of its individual procedures
- ▶ Provide required water quality testing
- ▶ Provide representative for communications and decisions
- ▶ Preferred media platforms for communications with the Client;
- ▶ Examine all communications, information requests deliverables, and other documents presented by CONSULTANT and render in writing decisions pertaining thereto within a reasonable time period so as not to delay the services of the CONSULTANT.
- ▶ Pay directly all regulatory, review, submittal and permitting fees charged by others (such as EPA online portal submittal fee)
- ▶ Client shall be responsible and engaging through the project and provide timely responses to inquiries made by the Consultant
- ▶ Provide full and complete comments during submittals for review (review cycles). Consultant has established a maximum number of review cycles at various stages of the Project. Additional submittals or review cycles may require additional fees
- ▶ Provide in writing, any information as to Client's requirements prior to the Consultant beginning work
- ▶ Any legal representation requiring an attorney at law
- ▶ Client shall direct the Engineer to provide Additional Services as stipulated in Section D of this Agreement

## **F. COMPENSATION FOR SERVICES**

### **A. Lump Sum Fee**

CONSULTANT proposes to provide the Scope of Services previously outlined on a lump sum fee basis as described in the following table. Compensation shall not exceed the total estimated compensation amount unless approved in writing by CLIENT.





# WithersRavenel

Our People. Your Success.

Task Number	Task Name	Lump Sum Fee
1	Project Management	5,900
2	AWIA Requirements Gap Analysis	\$26,000
3	Develop Risk Assessment	\$27,000
4	Develop Emergency Response Plan	\$8,5000
5	Certification	\$1,000
6	Source Water Protection Plan	\$21,000
Total		\$89,400

1. CONSULTANT may alter the distribution of compensation between individual phases noted herein to be consistent with services rendered but shall not exceed the total Lump Sum amount unless approved in writing by the CLIENT.
2. The Lump Sum includes compensation for CONSULTANT's services. Appropriate amounts have been incorporated in the Lump Sum to account for labor costs, overhead, profit, expenses, and CONSULTANT charges.
3. The portion of the Lump Sum amount billed for CONSULTANT's services will be based upon CONSULTANT's estimate of the percentage of the total services completed during the billing period.

The above fees are based on the estimated timelines noted in the proposal. Any adjustments to those timelines may result in additional fees.

This proposal is valid 60 days from issuance date which is the date of correspondence to the Client through email, cover letter, or other form of transmittal.

Also, note that the attached Exhibit II, Fee & Expense Schedule, is based on our current rates and may be subject to change for hourly tasks and any additional services that occur after any adjustments go into effect.

## G. ACCEPTANCE

Receipt of an executed copy of this agreement will serve as the written agreement between CONSULTANT and CLIENT for the services outlined.

**Submitted by CONSULTANT:**

WithersRavenel, Inc.  
115 MacKenan Drive  
Cary, NC 27511

**Accepted by CLIENT:**

City of Goldsboro  
P.O. Drawer A  
200 North Center Street  
Goldsboro, NC 27530

---

Authorized Signature

---

Authorized Signature

---

Printed Name

---

Printed Name

---

Title

---

Title

---

Email Address

---

Email Address

---

Phone

---

Phone

***PREAUDIT STATEMENT:*** *This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act (NC G.S. 159-28(a)).*

Signature of Finance Officer:

Printed Name:

Date:

Exhibit I – Standard Terms and Conditions  
Exhibit II- Fee & Expense Schedule

**CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
June 1, 2020 COUNCIL MEETING**

**SUBJECT:** CU-3-20 Jerry Futrell – East side of US 117 South between Arrington Bridge Road and South George Street (Increase in electronic gaming machines from 50 to 100 for existing Internet Café)

**BACKGROUND:** An internet café was previously approved for 20 gaming machines at this location on September 3, 2013. On June 2, 2014, City Council denied a request to increase the number of gaming machines from 20 to 35 based on requiring 2 parking spaces per machine.

On August 4, 2014, the Council approved a parking ordinance amendment to the City's UDO requiring 1.5 parking spaces per machine. In addition, they approved the previous owner's request to allow an increase in the number of gaming machines from 20 to 35.

The previous owner closed the business in March of 2016 upon order from the District Attorney's office. Once software upgrades were installed and in compliance with State law, he reapplied for a Conditional Use Permit to operate an internet café in accordance with the City's Unified Development Ordinance. City Council approved site, landscape and floor plans for the previously approved 35 gaming machines on January 3, 2017.

On May 8, 2017, City Council amended the City's Electronic Gaming Ordinance. The following requirements were approved as they pertain to new gaming establishments proposed for operation in the City of Goldsboro's planning jurisdiction:

- (1) Electronic gaming operations are permitted only in the General Business (GB) zoning district after the obtainment of a Conditional Use Permit approved by City Council.
- (2) No establishment shall be located within five hundred (500) feet of any residentially zoned or developed property, church, school, day care, playground or public park. Where the proposed establishment is separated from residentially zoned or developed property by a four-lane highway, the five hundred (500) foot separation shall

only apply to the properties along the sides and rear of the establishment.

- (3) No such establishment shall be located within one mile (5,280 ft.) of another such establishment.
- (4) The hours of operation for such operations shall be limited to 7:00 a. m. to 2:00 a. m.

On February 3, 2020, City Council approved a request by the applicant to amend a Conditional Use Permit for the operation of an internet café to increase the number of gaming machines from 35 games to a maximum of 50 gaming machines. 52 existing paved parking spaces were available to serve the site.

The applicant contended that the City's commercial parking ordinance requiring 1.5 parking spaces per gaming machine was excessive based on the fact that only one customer could operate one gaming machine at any one time.

**DISCUSSION:**

Now, the applicant is requesting to amend an existing Conditional Use Permit for the operation of an internet café to increase the number of gaming machines from 50 to 100.

Frontage: 454.3 ft. (US 117)  
Area: 97,220 sq. ft., or 2.23 acres  
Zoning: General Business  
Hours of Operation: 10:00 a.m. to 2 a.m. (7 days)  
No. of Employees: 2 (17 employees; maximum 2 per shift)

Site and landscape plans for this operation were previously approved with Conditional Use Permit #CU-16-16. The following modifications were also approved:

- a. Rear yard landscape buffer due to grade separation at railroad tracks.
- b. Vehicular surface buffer at front due to existing paving and public right-of-way;
- c. Street tree requirement; and
- d. Distance from residentially zoned property from 200 ft. to 125 ft.

Parking: As previously stated, parking is required at 1.5 space per gaming machine. Currently, there are 52 paved parking spaces to serve the site. 150 parking spaces are required. The applicant is proposing to pave an additional 50 parking spaces for a total of 102 parking spaces. Previous parking modifications have been granted by City Council for electronic gaming operations at one (1) space per gaming machine. A modification from 150 to 102 parking spaces will be necessary.

At the public hearing held on May 18, 2020, the applicant came forward to speak in favor of the request and no one appeared to speak against the request.

The Planning Commission, at their meeting held on May 26, 2020, recommended modifying the applicants request from 50 games to a maximum of 100 gaming machines.

**RECOMMENDATION:** By motion, accept the recommendation of the Planning Commission and

- (1) Adopt an Order approving the Conditional Use Permit for the operation of an internet café by increasing the number of gaming machines from 50 to 100 located within the General Business District (GB) zoning district.
- (2) Approved the Conditional Use permit with the following modification;
  - a) Modification of the required parking from 150 spaces to 102 parking spaces.

Date: 5/27/20

  
Planning Director

Date: 5/27/20

  
City Manager

**CITY OF GOLDSBORO**  
**ORDER APPROVING A CONDITIONAL USE PERMIT**

The City Council of the City of Goldsboro, North Carolina, having held a public hearing on **May 18, 2020** to consider the following Conditional Use Permit application number:

**CU-3-20 Longhorn Internet Café** - East side of US 117 South between Arrington Bridge Road and South George Street

To amend an existing Conditional Use Permit # CU-3-19 for the operation of an Internet Café by increasing the number of gaming machines from 50 to a maximum of 100 gaming machines located within the General Business District (GB) zoning district, having heard all the evidence and arguments presented and reports from City Officials, and having received recommendation for approval from the Goldsboro Planning Commission pertaining to said application, makes the following findings of fact.

**FINDINGS OF FACT**

The City Council makes the CONCLUSION that the proposed use **does** satisfy the general conditions imposed on the Council in its deliberations for issuing a Conditional Use Permit under Sections 5.4 Table of Permitted Uses; and 5.5.4 Special and Conditional Use Specific Regulations pertaining to **Internet Café/Sweepstakes Facilities – Electronic Gaming Operations** within the General Business District (GB) zoning district.

Site and landscape plans for this operation were previously approved. In addition, parking requirements were in compliance with the City's Unified Development Ordinance. The following modifications were previously approved with Conditional Use Permit #CU-16-16:

- a. Rear yard landscape buffer due to grade separation at railroad tracks.
- b. Vehicular surface buffer at front due to existing paving and public right-of-way;
- c. Street tree requirement; and
- d. Distance from residentially zoned property from 200 ft. to 125 ft.

Based upon the foregoing FINDINGS OF FACT, the City Council makes the CONCLUSION that the proposed use **DOES** satisfy the general conditions imposed on the Council in its deliberations for issuing a Conditional Use Permit under Section 2.2.8 of the City of Goldsboro Zoning Ordinance with the following stipulations:

1. Modifying the previously approved Conditional Use Permit CU-3-19 to increase the number of gaming machines from 50 to maximum of 100 gaming machines.
2. Modification to the required parking spaces from 150 parking spaces to 102 parking spaces.

Upon motion made by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_, the Council approved the applicant's request for a Conditional Use Permit to allow the operation of an Internet Café/Sweepstakes Facility within the General Business District (GB) zoning district.

Therefore, because the City Council concludes that all of the general conditions precedent to the issuance of a CONDITIONAL USE PERMIT have **BEEN** satisfied,

IT IS ORDERED that the application for the issuance of a CONDITIONAL USE PERMIT be **APPROVED**.

Thus ordered this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Chuck Allen, Mayor

\_\_\_\_\_  
Ronald T. Lawrence, City Attorney



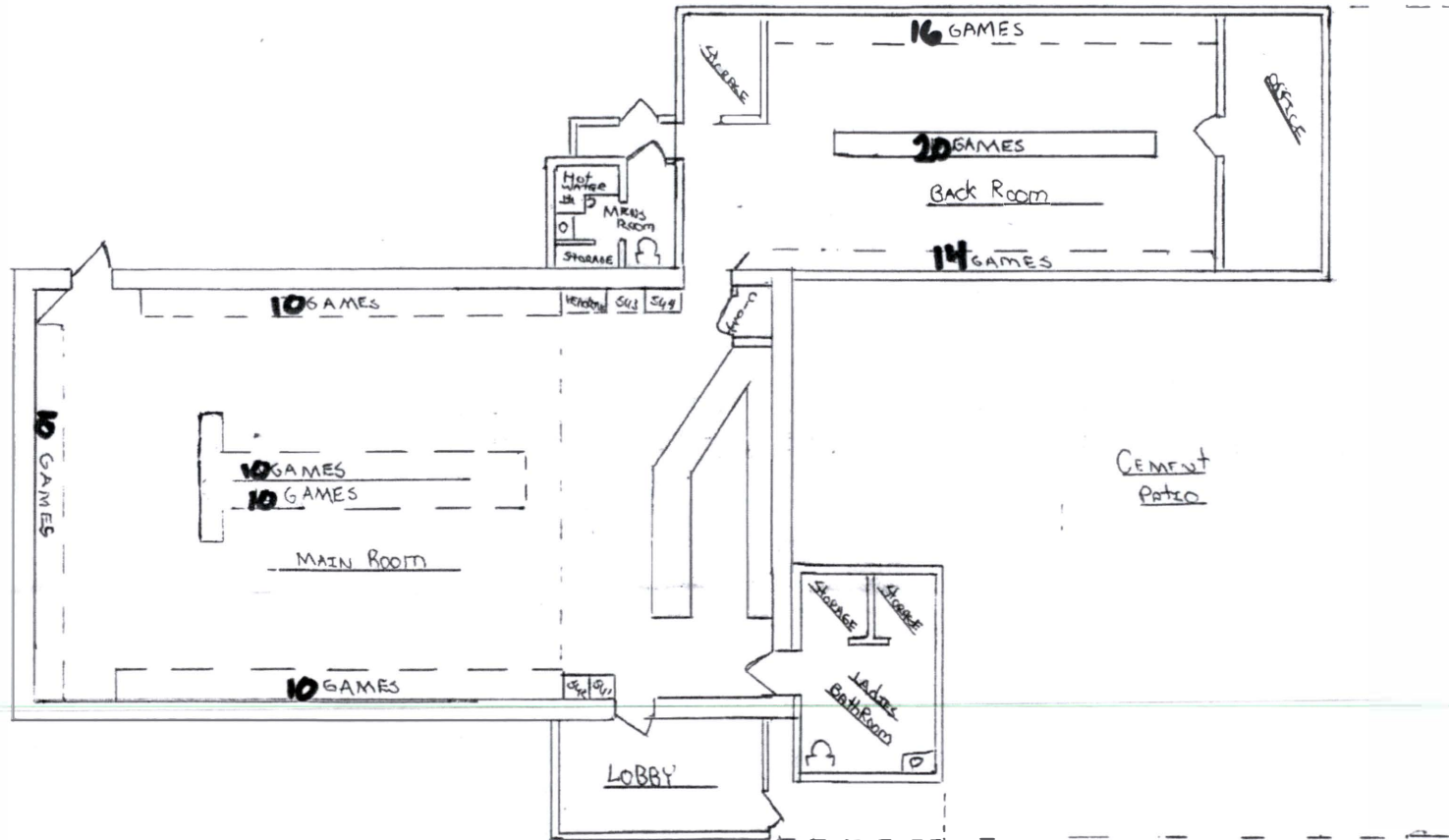
**CU-3-20 LONGHORN INTERNET CAFE  
REQUEST: INCREASE ELECTRONIC GAMES FROM 50 TO 100**



**CONDITIONAL USE PLAN**

<b>CASE #:</b>	CU-3-20
<b>APPLICANT:</b>	LONGHORN BUSINESS CENTER
<b>REQUEST:</b>	INCREASE ELECTRONIC GAMES TO 100 GAMES
<b>PIN #:</b>	2598-45-6535
<b>LOCATION:</b>	1716 S. US 117 HWY
<b>HOURS OF OPERATION:</b>	9 am - 2 am / 7 DAYS PER WEEK
<b>NUMBER OF EMPLOYEES:</b>	17 EMPLOYEES / 2 PER SHIFT

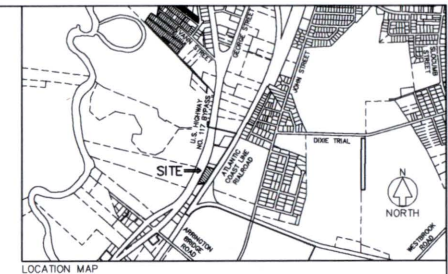
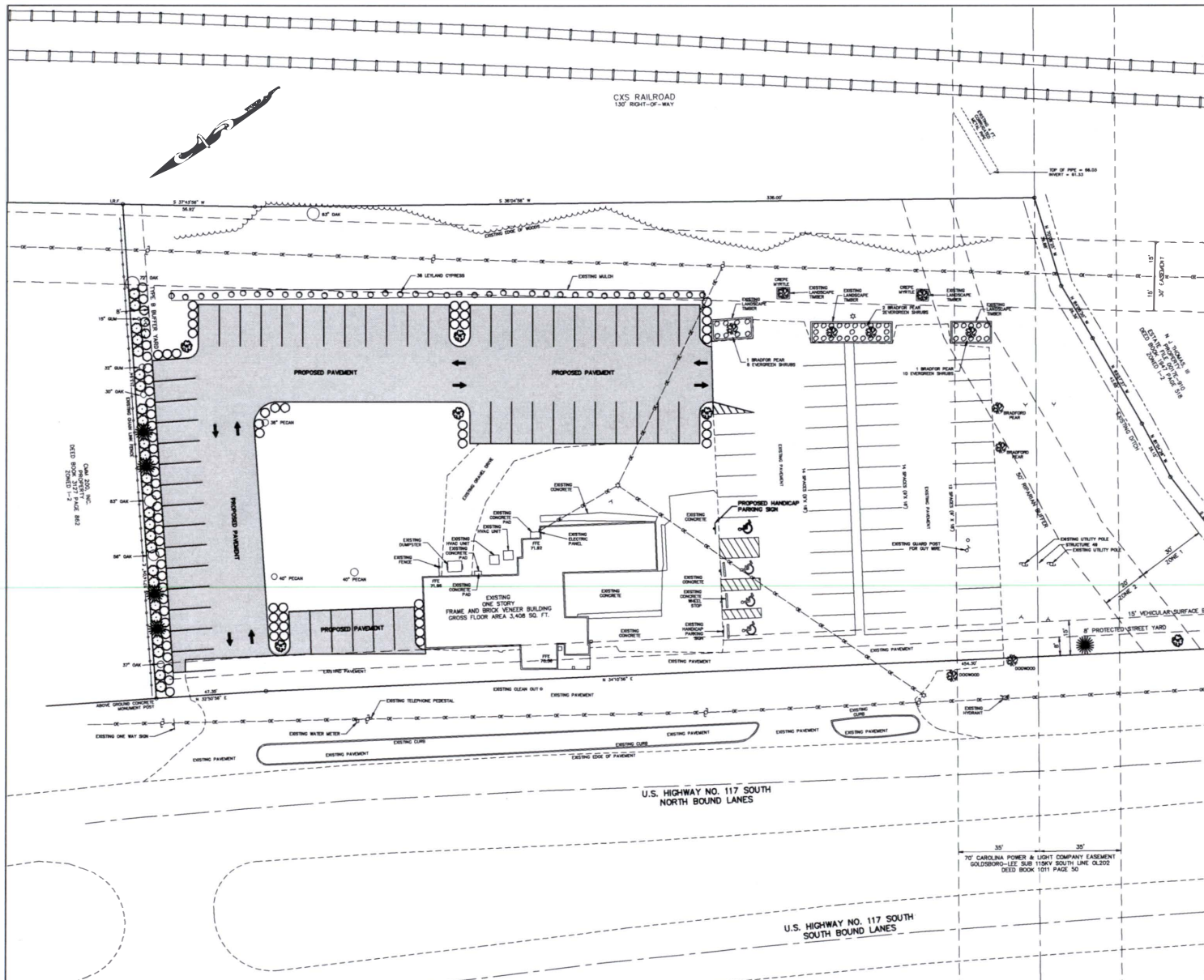
The data represented on this map has been compiled by the best methods available. Accuracy is contingent upon the source information as compiled by various agencies and departments both internal and external to the City of Goldsboro, NC. Users of the data represented on this map are hereby notified that the primary information sources should be consulted for verification of the information contained herein. The City of Goldsboro and the companies contracted to develop these data assume no legal responsibilities for the information or accuracy contained on this map. It is strictly forbidden to sell or reproduce these maps or data for any reason without the written consent of the City of Goldsboro.



Proposal of Expansion of  
Game Terminals from  
50 to 100 units

Longhorn Business Center			
SCALE: 60 to 1	APPROVED BY:	DRAWN BY: JLF	
DATE: 4-13-20	S. J. J. J.		REVISED:
KT	DRAWING NUMBER		0604





EXISTING	PROPOSED
CLUSE	CLUSE
MAIN WATER LINE	MAIN WATER LINE
SANITARY SEWER LINE	SANITARY SEWER LINE
OVERHEAD ELECTRIC LINES	OVERHEAD ELECTRIC LINES
CHAIN LINK FENCE	CHAIN LINK FENCE
EDGE OF WOODS	EDGE OF WOODS
IRON ROD FOUND	IRON ROD FOUND
FINISHED FLOOR ELEVATION	FINISHED FLOOR ELEVATION
SOIL	SOIL
AERIAL LIGHT	AERIAL LIGHT
UTILITY POLE	UTILITY POLE
SOIL NAME	SOIL NAME
SANITARY SEWER MANHOLE	SANITARY SEWER MANHOLE
HYDRANT	HYDRANT
VALVE	VALVE

**5.3.11 VEHICULAR SURFACE AREA (VSA)**  
 TOTAL IMPERVIOUS AREA INCLUDING BUILDING = 44,571 SQ. FT.  
 TOTAL IMPERVIOUS AREA EXCLUDING BUILDING = 41,163 SQ. FT.  
 TOTAL AREA IN BUILDING = 3,408 SQ. FT.  
 TOTAL AREA PROPOSED PAVEMENT = 16,971 SQ. FT.  
 TOTAL VSA AREA = 16,971 SQ. FT. OR 2.037 ACRES  
 THE AMOUNT OF LANDSCAPING REQUIRED IS DETERMINED BY THE AMOUNT AND INTENSITY OF THE PROPOSED IMPERVIOUS SURFACE ON THE LOT. THE IMPERVIOUS SURFACE RATIO IS DETERMINED BY THE FOLLOWING FORMULA: TOTAL AMOUNT OF IMPERVIOUS SURFACE AREA ON THE LOT INCLUDING BUILDING AREA (SQ. FT.) / TOTAL LOT AREA (SQ. FT.) = IMPERVIOUS SURFACE RATIO  
 41,163 SQ. FT. / 16,971 SQ. FT. = 0.46 (IMPERVIOUS SURFACE INTENSITY MODERATE)  
 REQUIRED LANDSCAPING TREES  
 16,971 SQ. FT. X 0.0003 = 5.09 (5 TREES)  
 REQUIRED LANDSCAPING SHRUBS  
 16,971 SQ. FT. X 0.0025 = 42.43 (42 SHRUBS)  
 NOTES  
 TREES AND SHRUBS THAT ARE REQUIRED FOR LANDSCAPE BUFFERS AND ARE LOCATED WITHIN 25 FT. OF THE VEHICULAR SURFACE AREA MAY COUNT TOWARDS THE VSA LANDSCAPING REQUIREMENT. STREET TREES SHALL NOT COUNT TOWARDS THE VSA LANDSCAPING REQUIREMENT.  
 IF A VEHICULAR SURFACE BUFFER IS REQUIRED, THE SHRUBS REQUIRED TO MEET THE VEHICULAR SURFACE BUFFER REQUIREMENT MAY COUNT TOWARDS THE VSA LANDSCAPING REQUIREMENT.

- IF PROTECTED STREET YARD TREES**  
 2 AUTUMN BLAZE MAPLE  
 MINIMUM HEIGHT AT PLANTING 10 FEET  
 MINIMUM 2" CALIPER  
 MATURE SPREAD 40'  
 1 SNOW GOOSE CHERRY  
 MINIMUM HEIGHT AT PLANTING 8 FEET  
 MINIMUM 2" CALIPER  
 MATURE SPREAD 20'  
**PROPOSED LANDSCAPING TREES**  
 5 AUTUMN BLAZE MAPLE  
 MINIMUM HEIGHT AT PLANTING 10 FEET  
 MINIMUM 2" CALIPER  
 MATURE SPREAD 40'  
**PROPOSED LANDSCAPING SHRUBS**  
 42 DWARF TAUPON HOLLY (ILEX VOMITORIA)  
 MATURE HEIGHT 2' TO 3'  
 MATURE SPREAD 2' TO 3'  
**PROPOSED TYPE B BUFFER YARD**  
 4 SNOW GOOSE CHERRY  
 MINIMUM HEIGHT AT PLANTING 8 FEET  
 MINIMUM 2" CALIPER  
 MATURE SPREAD 20'  
**EXISTING TREES IN TYPE B BUFFER YARD**  
 37' DAK  
 56' DAK  
 83' DAK  
 30' DUM  
 15' DUM  
 72' DAK  
 25 JAPANESE PRIVET (LIGUSTRUM JAPONICUM)  
 MATURE HEIGHT 6' TO 12'  
 MATURE SPREAD 6' TO 8'  
 40 BOXWOOD WINTERGREEN (BUXUS MICROPHYLLA KOREANA)  
 MATURE HEIGHT 2'  
 MATURE SPREAD 2'

NO.	REVISION	DATE

**B. R. KORNEGAY, INC.**  
 LAND SURVEYING • ENGINEERING • PLANNING  
 License Number: F-1024  
 300 East 19th Street  
 Goldsboro, N.C. 27530  
 www.brkornegay.com (919) 735-5888 Fax (919) 360-9003

**OWNER**  
 N.J. THOMAS, II  
 2502 EAST 4TH STREET  
 GREENVILLE, NORTH CAROLINA  
 27656-1707

**LANDSCAPE PLAN**  
 GOLDSBORO TOWNSHIP  
 WAYNE COUNTY, N.C.

**CONTRACTOR**  
 ASPHALT SERVICES  
 FRANKIE PISCOPO  
 1536 PINEVILLE PRINCETON ROAD  
 PIKEVILLE, NORTH CAROLINA 27863  
 919-736-5671  
 frankie.piscopo@earthlink.net

**DRAWN BY:** TSB  
**DESIGNED BY:** J.K.  
**DATE:** 4-2-2020  
**SCALE:** 1" = 20'

**LONGHORN INTERNET CAFE**  
 1716 U.S. HIGHWAY 117 SOUTH  
 GOLDSBORO, NORTH CAROLINA 27530

**SHEET:** 4  
**OF:** 4  
**WORK CODE:** 200064  
**CADD DATE:** 200604

**CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
JUNE 1, 2020 COUNCIL MEETING**

**SUBJECT:** SITE-8-20 Daniels & Daniels Construction Co., Inc. - (Wayne Christian School Classroom Expansion and Parking Lot Addition)

**BACKGROUND:** The property is located on the west side of Patetown Road between Kearney Lane and W. New Hope Road.

Frontage: ±2,000 ft.

Area: 25.41 acres

Zoning: Office and Institutional (O&I-1)

**DISCUSSION:** The submitted site plan indicates a single-story, 3,156 sq. ft. building of wood-framed construction proposed for use as STEM (Science, Technologies, Engineering, and Mathematics) classrooms and used by high-school students in the 9<sup>th</sup> through 12<sup>th</sup> grades.

The floorplan for the proposed classroom expansion indicates that the facility will consist of 2 science classrooms, a prep station and restrooms for students and staff.

Access: The site is served by one main access located at the intersection of Patetown Road and Catherine Street. The main exit for the site is located at the intersection of Patetown Road and W. New Hope Road.

An existing 25 ft. wide paved access drive extends throughout the site providing access to all campus academic, daycare and recreational facilities.

Parking: A new parking lot for the STEM classrooms is shown directly south of the proposed facility approximately 120 ft. south from the main school parking lot and 40 ft. east of the on-site day care parking lot.

Parking for the school is based on 1 space per classroom or 1 space per 5 seats in the main assembly area, whichever is greater. The school's existing gymnasium serves as the main assembly area on campus. The gymnasium has a maximum capacity of 450 persons according to the Certificate of Occupancy issued by City

Fire Marshall's Office in March of 2002. According to the City's parking ordinance, 90 parking spaces are required for the site.

Currently, there are 149 existing parking spaces for the site. The applicant is proposing 18 additional parking spaces for the new STEM classrooms to include two new handicap accessible parking spaces. When construction is complete, a total of 167 parking spaces will be available to include 8 handicap accessible parking spaces for students and staff of the school.

Pedestrian Access: 5 ft. wide interior sidewalks have been provided for pedestrian access leading from the proposed parking lot to the building entrances using private walkways and handicap ramps.

Landscaping: Two large trees are proposed for the new STEM classrooms' parking lot in accordance with the City's landscaping ordinance. No other landscaping is required or proposed for the site.

Commercial Lighting Plan: Commercial lighting plans have not been submitted, however, staff will work with the applicant to ensure that proposed lighting is compliant with the City's commercial lighting ordinance.

Building Elevations: Exterior building components will consist of masonry, clear glazing, brick-veneer, wood columns and architectural asphalt roofing shingles.

Engineering: City Engineering is currently in the process of reviewing drainage plans and is awaiting storm water calculations for the proposed site improvements. Construction permits will not be released until City Engineering requirements have been satisfied.

The property is not located within a Special Flood Hazard area.

The property is served by City water and sewer.

Refuse Collection: An existing 50 ft. wide by 15 ft. wide screened dumpster coral serves as the school's solid waste collection receptacle and is located behind the existing daycare facility.

The Planning Commission, at their meeting held on May 26, 2020, recommended approval of the Site and Landscape.

RECOMMENDATION: By motion, accept the recommendation of the Planning Commission and approve the site and landscape plan.

Date: 5/27/20

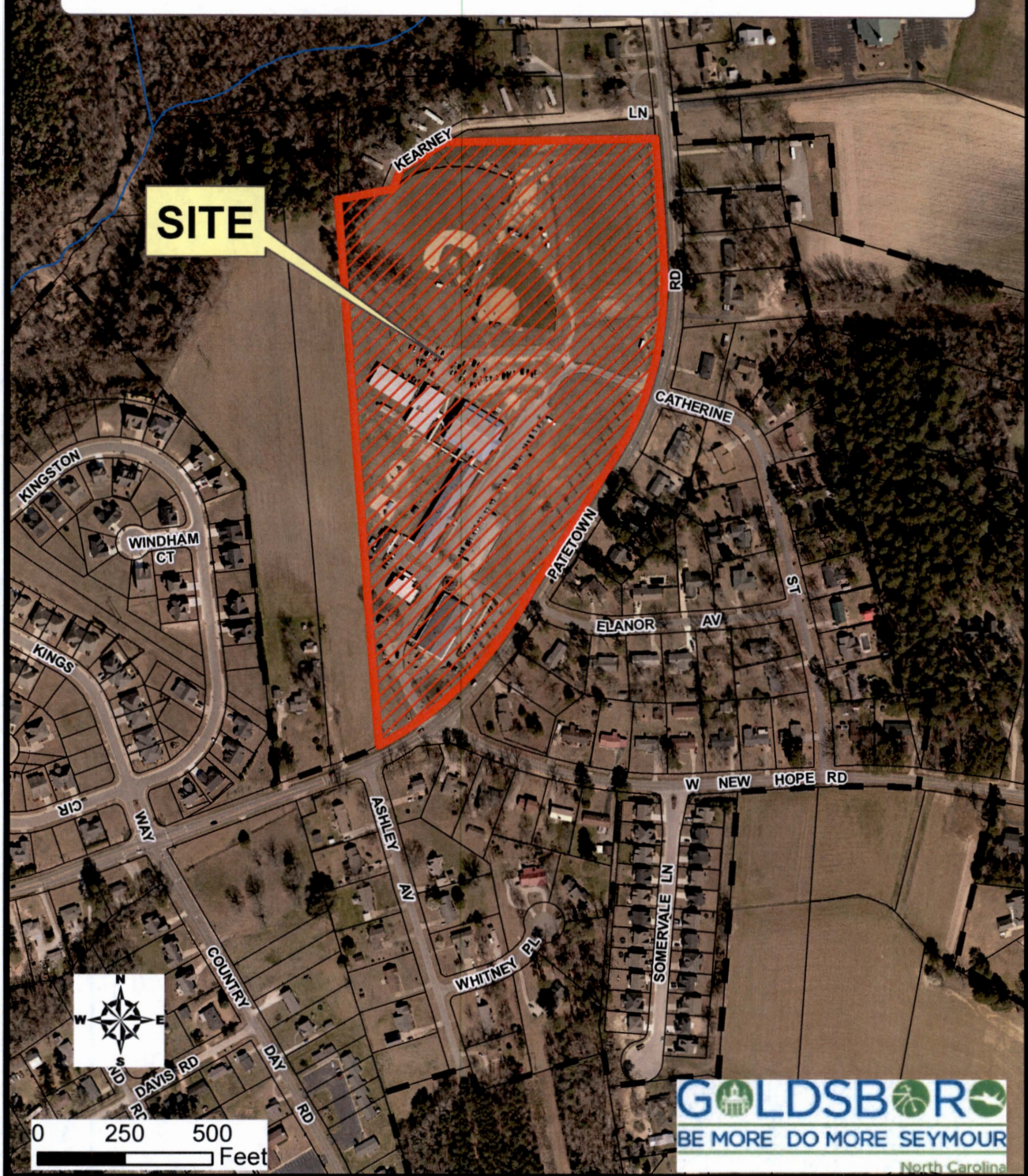
  
Planning Director

Date: 5/27/20

  
City Manager



**SITE-8-20 WAYNE CHRISTIAN SCHOOL  
REQUEST: CLASSROOM EXPANSION & PARKING LOT ADDITION**

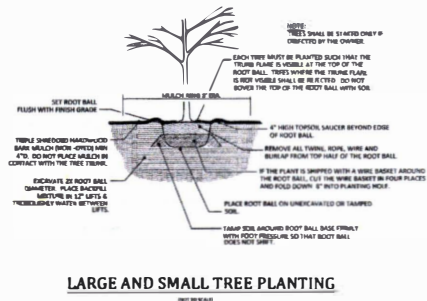
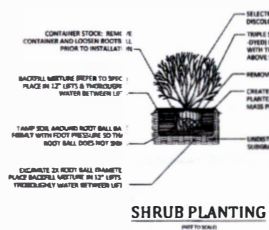
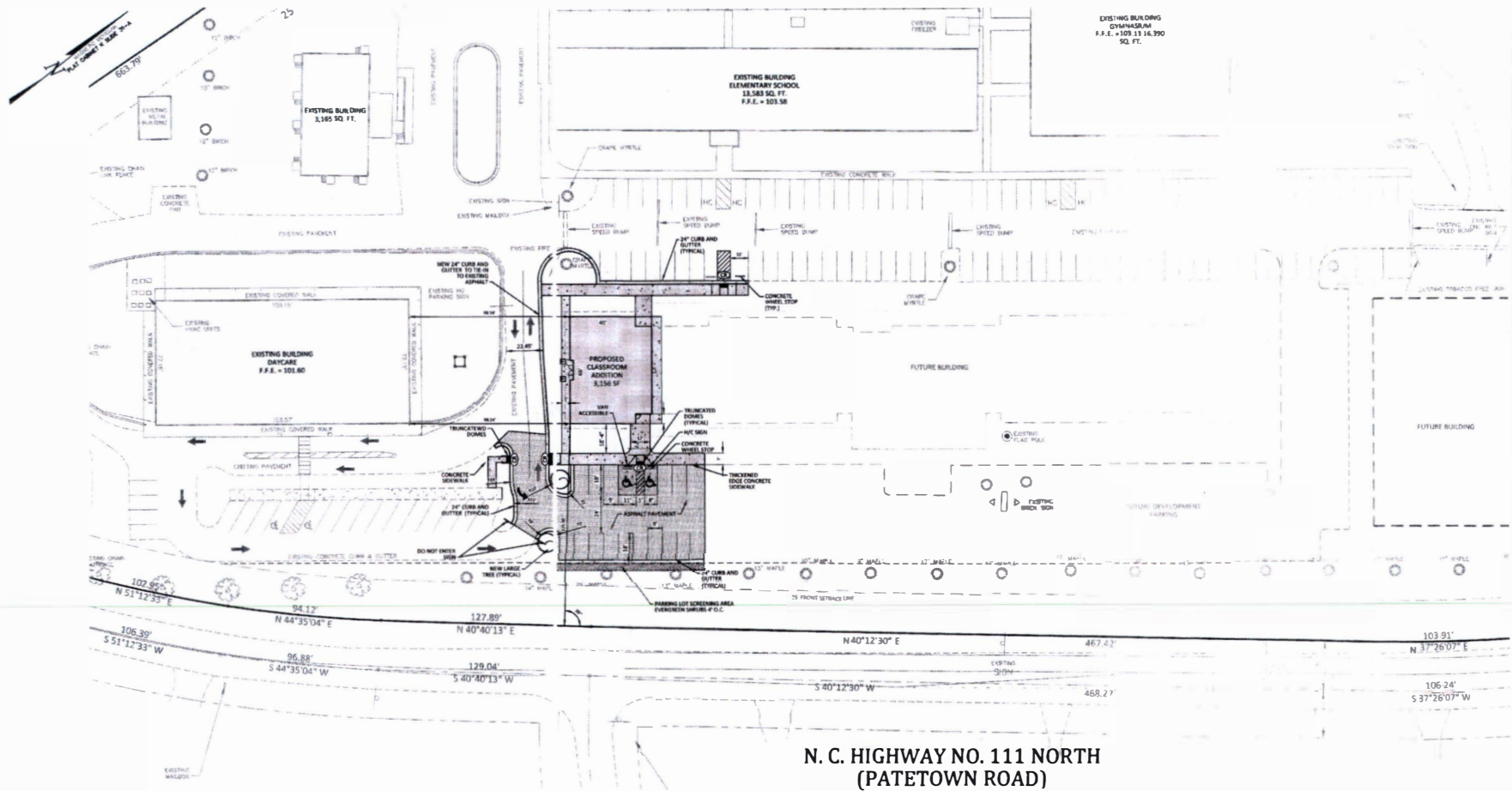


**SITE PLAN**

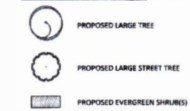
**CASE #:** SITE-8-20  
**APPLICANT:** WAYNE CHRISTIAN SCHOOL  
**PIN #:** 3600-88-4839  
**LOCATION:** 1201 E. PATETOWN RD  
**PROPOSED USE:** CLASSROOM EXPANSION & PARKING LOT ADDITION

The data represented on this map has been compiled by the best methods available. Accuracy is contingent upon the source information as compiled by various agencies and departments both internal and external to the City of Goldsboro, NC. Users of the data represented on this map are hereby notified that the primary information sources should be consulted for verification of the information contained herein. The City of Goldsboro and the companies contracted to develop these data assume no legal responsibilities for the information or accuracy contained on this map. It is strictly forbidden to sell or reproduce these maps or data for any reason without the written consent of the City of Goldsboro.





#### Vegetation Legend:



**INTREPID  
ARCHITECTURE**

2104 CROOKED CREEK RD.  
GREENVILLE, SOUTH CAROLINA 27858  
252.502.0406  
www.intrepidarchitecture.com

**Wayne Christian School  
New Science Classrooms**

1201 Patetown Rd.  
Goldsboro, NC 27530  
ID #: xxxxxx



**ARK CONSULTING GROUP, LLC**  
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Greenville, NC 27858  
(754) 518-0888  
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**SHEET NAME:  
ENLARGED SITE & LANDSCAPING  
PLAN**

PHASE:  
Permit Documents

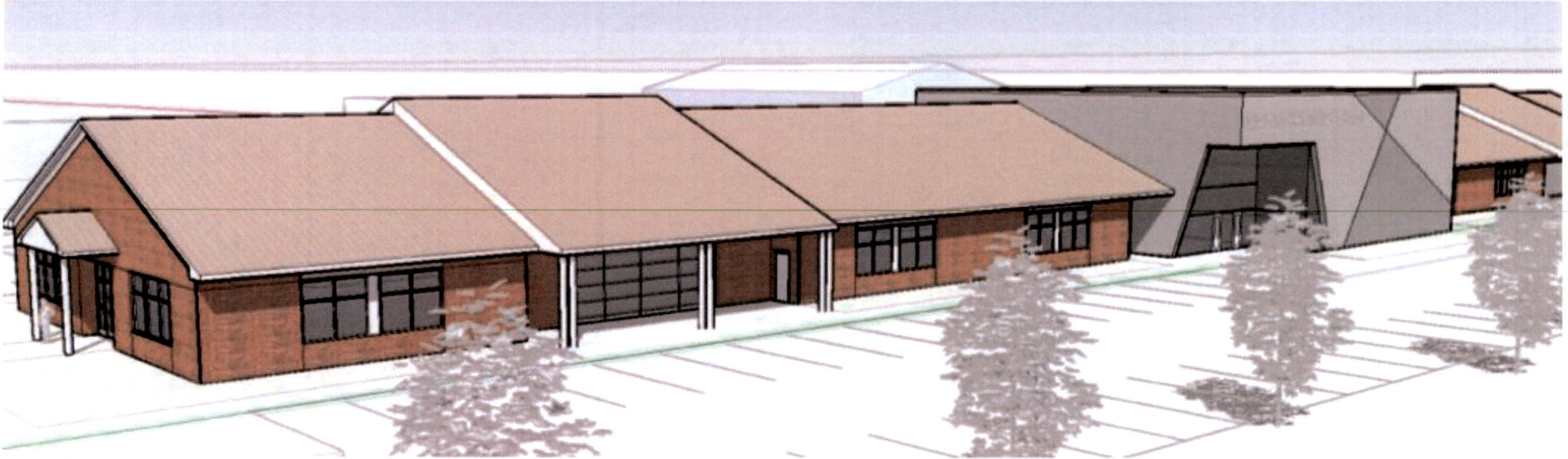
REVISIONS	

ISSUE DATE: 4/17/2020  
PROJECT #: 20006  
DRAWN BY: R.J.L.

SHEET NUMBER  
**C-2.1**

# WCS - New Science Classrooms

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**CITY OF GOLDSBORO  
AGENDA MEMORANDUM  
JUNE 1, 2020 COUNCIL MEETING**

**SUBJECT:** SITE-9-20 Aesthetics 1<sup>st</sup> Fitness & Nutrition (Site Modification)

**BACKGROUND:** The property is located on the west side of S. John Street between Olivia Lane and Wayne Avenue.

Frontage: 205 ft.

Area: 82,873 sq. ft. or 1.90 acres

Zoning: I-2 (General Industry)

Existing use: The commercial property was formerly permitted as an interior and exterior commercial painting contractor's office.

Applicant is proposing to utilize the existing property as a fitness center. According to the City of Goldsboro's Unified Development Code, fitness centers are a permitted use within I-2 (General Industry) zoning district.

**DISCUSSION:** The submitted site plan indicates a single-story, approximately 7,200 sq. ft. commercial building of metal framed construction proposed for use as a fitness center.

The floor plan for the proposed facility consists of two physical fitness work out areas, offices, storage space and restrooms for customers and employees.

Days/Hours of Operation: Monday-Friday: 5:00am-8:00am  
5:00pm-8:00pm

Access: The site is accessed by an existing concrete apron which fronts S. John Street approximately 130 ft.

Parking: Parking for the fitness center requires 1 space per 100 sq. ft. of customer participation area. Based on 3,000 sq. ft. of customer participation area, 30 parking spaces are required for the site.



As previously stated, an existing concrete apron fronts the facility. Once used as employer, employee and customer parking, the apron does not qualify as an area for parking in accordance with the City's current off-street parking ordinance. According to the ordinance, parking spaces shall be arranged to require ingress and egress from the lot to the public street by forward motion of the vehicle. Currently, not enough space exists in front of the facility to prevent employees and customers from backing out into the public right of way off S. John Street. An on-site inspection revealed a total of 5 spaces available for parking at the northern and southern end of the building.

A gravel parking lot exists behind the facility to accommodate the remaining 25 parking spaces required for the site. However, City ordinances require the parking lot to be paved. The applicant states that he offers group fitness programs consisting of not more than 8-10 people per session and that 30 parking spaces are excessive and not necessary to accommodate the parking needs of his clients.

In addition to providing parking at the rear of the facility, the applicant intends to utilize the gravel surfaces for an outdoor fitness area and states that paved surfaces would not be practical or safe for workouts. He is requesting a paving modification for the existing gravel parking lot located at the rear of the property.

Landscaping: The applicant has not submitted a landscape plan for the proposed fitness center. Street trees are required along S. John Street. Due to existing asphalt and concrete surfaces located in the front yard of the facility, the applicant is asking for a modification of required street trees along S. John Street.

Engineering: Portions of the property are located within Special Flood Hazard areas known as the floodway and the 500 and 100 year floodplain.

City water and sewer are available to serve the property.

If required to pave, drainage plans and storm water calculations shall be reviewed and approved by City Engineering before occupancy of the facility.

Pedestrian Access: Concrete and handicap accessible walks have been provided for pedestrian access leading from the parking lots

to the building entrances. According to the City's Pedestrian plan, exterior sidewalks are not required for the site.

Refuse collection: A concrete pad is shown at the rear of the facility for the location of a commercial dumpster. The dumpster pad is screened in accordance with City standards.

Modifications: The applicant is requesting the following modifications:

- (1) Modification of paved parking surfaces at the rear of the property.
- (2) Modification of street trees along S. John Street.

The Planning Commission, at their meeting held on May 26, 2020, recommended approval of the Site and Landscape Plan with modifications.

RECOMMENDATION: By motion, accept the recommendation of the Planning Commission and approve the site and landscape plan with the following modifications:

- (1) Modification of paved parking at the rear of the property for one year;
- (2) Modification of street trees along S. John Street.

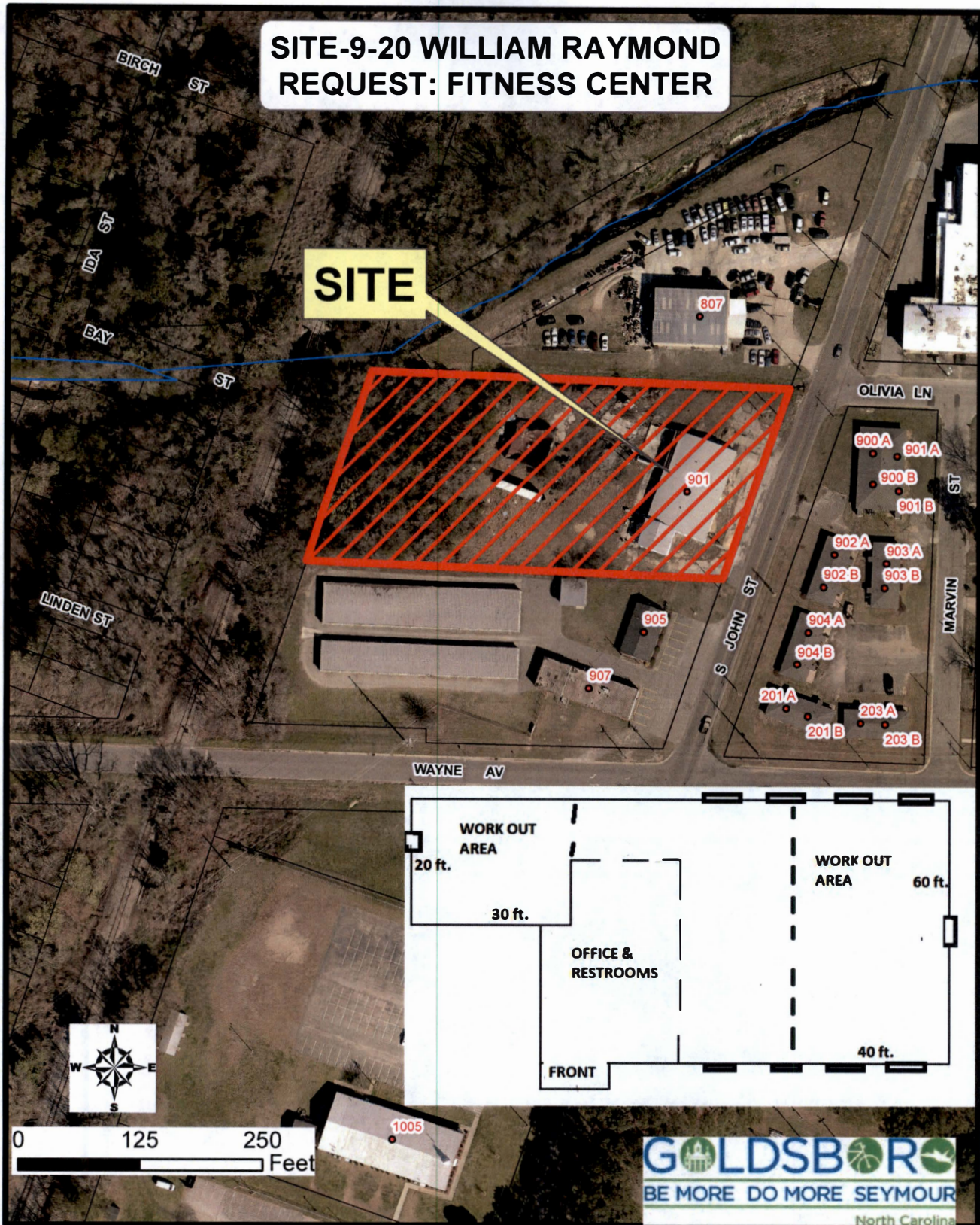
Date: 5/27/20

  
\_\_\_\_\_  
Planning Director

Date: 5/27/20

  
\_\_\_\_\_  
City Manager

# SITE-9-20 WILLIAM RAYMOND REQUEST: FITNESS CENTER



## SITE PLAN

CASE #: SITE-9-20  
 APPLICANT: WILLIAM RAYMOND  
 PIN #: 2599-71-7425  
 LOCATION: 901 S. JOHN ST.  
 PROPOSED USE: FITNESS CENTER

The data represented on this map has been compiled by the best methods available. Accuracy is contingent upon the source information as compiled by various agencies and departments both internal and external to the City of Goldsboro, NC. Users of the data represented on this map are hereby notified that the primary information sources should be consulted for verification of the information contained herein. The City of Goldsboro and the companies contracted to develop these data assume no legal responsibilities for the information or accuracy contained on this map. It is strictly forbidden to sell or reproduce these maps or data for any reason without the written consent of the City of Goldsboro.

**RESOLUTION NO. 2020-**

**RESOLUTION EXPRESSING APPRECIATION  
FOR SERVICES RENDERED BY THOMAS COLLINS  
AS AN EMPLOYEE OF THE CITY OF GOLDSBORO  
FOR MORE THAN 19 YEARS**

**WHEREAS**, Thomas Collins retired on April 1, 2020 as a Police Officer with the Goldsboro Police Department of the City of Goldsboro with more than 19 years of service; and

**WHEREAS**, Thomas began his career on December 20, 2000 as a Police Officer with the Goldsboro Police Department; and

**WHEREAS**, On November 18, 2015, Thomas was assigned to the K-9 Unit with the Goldsboro Police Department where he has served until his retirement; and

**WHEREAS**, Thomas has proven himself to be a dedicated and efficient public servant who gained the admiration and respect of his fellow workers and the citizens of the City of Goldsboro; and

**WHEREAS**, The Mayor and City Council of the City of Goldsboro are desirous, on behalf of themselves, City employees and the citizens of the City of Goldsboro, of expressing to Thomas Collins their deep appreciation and gratitude for the service rendered by him to the City over the years.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of the City of Goldsboro, North Carolina that:

1. We express to Thomas our very best wishes for success, happiness, prosperity and good health in his future endeavors.
2. This Resolution shall be incorporated into the official Minutes of the City of Goldsboro, and shall be in full force and effect from and after this 1<sup>st</sup> day of June, 2020.

\_\_\_\_\_  
Mayor

Attested by:

\_\_\_\_\_  
City Clerk





# City of Goldsboro

P.O. Drawer A  
North Carolina  
27533-9701

## RESOLUTION NO. 2020-37

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Chuck Allen  
Mayor